

## II. DISASTER MEDICAL ASSISTANCE TEAM

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## **II. DISASTER MEDICAL ASSISTANCE TEAM**

### **A. TEAM DESCRIPTION**

The NDMS is charged with providing medical care personnel to assist State and local health officials in providing for ill or injured victims at the site of major disasters or emergencies. This responsibility is fulfilled through DMATs. DMATs augment local medical care for ill or injured victims at the site of a disaster or emergency by providing a variety of sophisticated medical services, including triage, medical and/or surgical stabilization, and continued care and monitoring until patients can be evacuated to definitive medical care. Specialty DMATs can also be deployed to manage mass burn injuries, pediatric trauma, chemical injuries, critical incident stress situations, environmental health, and Hazardous Materials (HazMat) contamination incidents. Requests for DMATs come from Federal, State or local officials to the NDMS Duty Officer who will process the request through OEP and/or the OEP Emergency Operations Center (OEP/EOC) and then obtains final approval from the ASH.

DMATS deploy to disaster sites with supplies and equipment to provide medical care at a fixed or temporary medical care site. In mass casualty incidents, their responsibilities include triaging patients, providing austere medical care, and preparing patients for evacuation. In other types of situations, DMATs may provide primary health care and/or serve to augment overloaded health care staff. DMATs may also be activated to support patient reception and disposition of patients to hospitals. Each DMAT has the capability to operate a nominal 80-person patient-staging site at an airport or remote clearing operation in a disaster area.

Multiple DMATs can be brought together to provide a higher level of medical capability in the form of an NDMS Clearing Staging Unit (CSU). Usually three DMATs are assembled to form a CSU. The entire CSU can operate a large clearing station in a disaster area, a standard 250-patient aeromedical staging unit, or (when appropriately augmented) a fixed refugee care site providing screening, ambulatory medical care, and intermediate nursing care for a population of up to 10,000 refugees.

In addition, the medical components of all FEMA Urban Search & Rescue (US&R) Task Forces are enrolled in NDMS. They are considered DMATs for the purpose of practicing medical care in States other than their own under their appointment to Federal status. The US&R Task Force's sponsoring agency organizes and maintains a Team with a medical component conforming to NDMS specifications and enters into a voluntary agreement with the Federal government to be available for service in a national disaster or a local/State emergency.

## II. DISASTER MEDICAL ASSISTANCE TEAM

### B. ORGANIZATIONAL STRUCTURE

The DMAT is organized into a command structure of the DMAT Leader and Deputy DMAT Leader; a Command Staff comprised of the Chaplain and Safety Officer; and a General Staff of the Operations, Logistics, Planning, and Administration/Finance Section Chiefs. A variety of specialists represented in proportion to patient load make up the remainder of the Team including, physicians, nurses, paramedics, emergency medical technicians, pharmacists, mental health specialists, dentists, therapists, laboratory and environmental health specialists, logisticians, and administrative personnel. A standard DMAT response consists of 34 positions, although the number of positions and personnel can be modified to meet the needs of the disaster. Once on-site, a DMAT will report to, and receive its assignments from the MST.

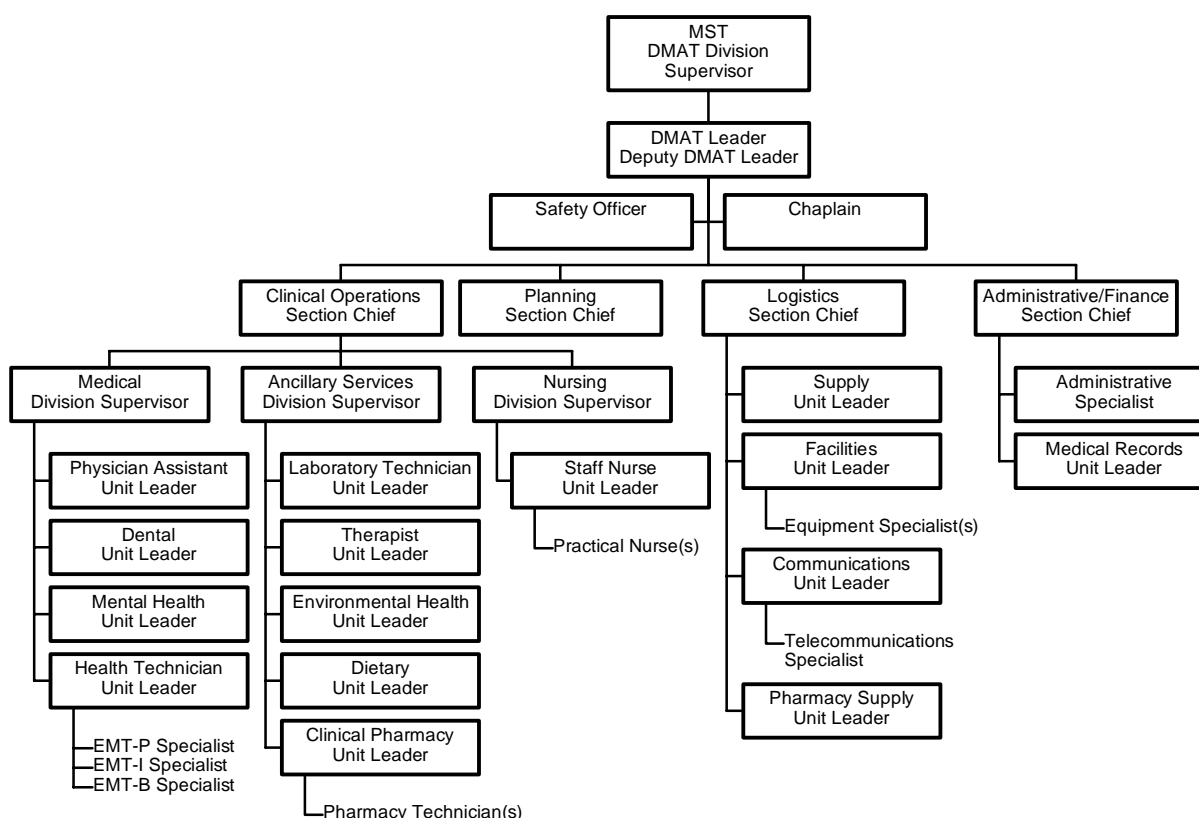


Figure 2-1 On-Site DMAT Organizational Structure

## **II. DISASTER MEDICAL ASSISTANCE TEAM**

### **C. POSITION REQUIREMENTS AND DESCRIPTIONS**

#### **1. Introduction**

The DMAT Position Descriptions provide a formal method to document the basic duties and requirements of each position during a mission. DMATs are staffed and operated in a manner that meets the functional requirements described in this document. The position requirements outlined in this manual are based upon the Team meeting a 4-8 hour window from the time of alert until the time of deployment from the Point of Departure (POD).

Requirements, duties, and responsibilities have been identified for all Team positions. These requirements are subdivided into General Requirements and Training Requirements. A General Requirements Section precedes the Position Descriptions. The General Requirements contain items that are common to all positions on the Team and therefore, do not have to be repeated in each position description. The Position Descriptions are written in the KSA format. This is an effective method of describing the requirements necessary for personnel to fulfill the objectives of that particular position. Training requirements for each position are also listed to document how the knowledge requirements can be obtained. The criteria for what defines KSAs in this document is listed in Unit II-C-2 - Important Terms.

General requirements may take years for some individuals to meet. Similar courses taken by the individual that meet the course objectives of those listed in this unit may be substituted with the approval of the Team Leader and OEP.

Requirements may be waived by OEP on a case-by-case basis when an individual has demonstrated competence in the understanding of the position or functional area, and if the employee completes applicable course work as new courses become available.

## II. DISASTER MEDICAL ASSISTANCE TEAM

### C. POSITION REQUIREMENTS AND DESCRIPTIONS

#### 2. Important Terms

The following is a description of various terms and definitions that are used in the position descriptions.

##### **a. General**

Certification – A written process that is used to confirm that an individual is qualified to perform in a specified position(s).

Experience - Satisfactory performance evaluations from previous assignments in the position or function being considered.

Qualified individual - A person who has been certified as having met all training, experience, and fitness requirements for the position.

##### **b. Physical Fitness**

Arduous physical fitness requirement - The duties of the position require primary field work performed by individuals with above average endurance and physical conditioning. Occasional demands for extraordinarily strenuous activities over extended periods of time. Activities include long periods of standing, walking, climbing, twisting, bending and moderate lifting with the work pace set by the disaster situation. Long hours of work may be necessary.

Moderate physical fitness requirement - The duties require occasional field work performed by individuals with average endurance and physical conditioning. Individuals usually set their own pace. Disasters occasionally demand moderately strenuous activity over long periods of time. Activities include standing for long periods, walking, stooping, and moderate lifting. Long hours of work may be necessary.

## II. DISASTER MEDICAL ASSISTANCE TEAM

### C. POSITION REQUIREMENTS AND DESCRIPTIONS

#### ***b. Physical Fitness (Continued)***

Light physical fitness - The duties mainly involve office-type work with occasional field activity characterized by light physical exertion requiring individuals to be in basic good health. Individuals almost always govern the extent and pace of their physical activity. The activities may include climbing (such as stairs), standing, operating a vehicle, some bending, stooping, or light lifting. Long hours of work may be necessary.

#### ***c. Knowledge, Skills and Abilities***

Knowledge - Refers to an organized body of information, usually of a factual or procedural nature which if applied, makes adequate performance on the job possible. There are three broad levels of knowledge that are used throughout the position descriptions.

Working knowledge of - Individuals comprise an awareness of the subject matter to a level of understanding a majority of terms and definitions associated with the subject. Can generally define the subject but has had little or no formal training or experience.

Extensive knowledge of - Individuals have a wide or considerable extent of knowledge of the subject matter. Has received some formal training and some work-related experience in the subject matter.

Comprehensive knowledge of - Individuals have had a wide range of experience in the subject matter to a level to be considered a subject matter expert.

Skill - Refers to the proficient manual, verbal or mental manipulation of data or things. Skill can be readily measured by a performance test where quantity and quality of performance are tested, usually within an established time limit. Examples of proficient manipulation of things are; skill in typing or in operating a vehicle. Examples of proficient manipulation of data are; skill in keeping track of multiple resources, times and locations, events or activities, priorities, and deadlines in the disaster environment.

## II. DISASTER MEDICAL ASSISTANCE TEAM

### C. POSITION REQUIREMENTS AND DESCRIPTIONS

#### *c. Knowledge, Skills and Abilities (Continued)*

Ability - Refers to the power to perform an observable activity at the present time. Ability is evidenced through activities and behaviors that are similar to those required to perform on the job, (i.e., ability to plan and organize work), and participate in singular tasks to create a group solution, recommendation or plan.

#### **3. General Requirements**

The following are general requirements that all DMAT members must meet in order to comply with mobilization standards and performance requirements.

- Must be at least 18 years of age.
- Must be a citizen of the United States.
- Must have a valid U.S. Passport.
- Must maintain a current and unrestricted license, certification, or registration where required by the Team position.
- Must be available to report to a pre-designated Assembly Point or POD within 4-8 hours for an assignment of up to 14-days.
- Must be individually self-sufficient for at least 24-hours, (food and water).
- Must maintain current inoculations for diphtheria/tetanus (or tetanus only if there is a contra-indication to diphtheria), Hepatitis A and B, measles/mumps/rubella (if born after 1957), polio and a negative TB test. Yearly flu vaccine is also recommended.
- Must be physically fit to handle the rigors of disaster environments. There cannot be any physical or mental handicaps, limitations, or conditions that would preclude the safe performance of essential job duties.
- Must have prior approval from employer to participate on a DMAT specialty Team and attend scheduled training.
- Must meet all individual Team qualifications for the appropriate position.
- Must adhere to the NDMS Disaster Team Code of Conduct.



## II. DISASTER MEDICAL ASSISTANCE TEAM

### C. POSITION REQUIREMENTS AND DESCRIPTIONS

#### *a. Knowledge*

- Must have a working knowledge of communications and office automation systems (portable radios, pagers, cellular telephones, computers) and electronic transfer of information.
- Must have working knowledge of ICS.
- Must have comprehensive knowledge of DMAT standard operating procedures commensurate with the position.
- Must understand and adhere to safe working practices and procedures as required in the disaster environment.
- Must have working knowledge of the HHS Health and Medical Response System, its organizational structure, operating procedures, terminology and communicating protocols, and reporting requirements.
- Must be aware of the signs, symptoms, and corrective measures for Extended Incident Stress Syndrome (EISS).
- Must have working knowledge of computer applications including word processing and database programs as appropriate for the position.

#### *b. Skills*

- Must have an ability to maintain accurate and thorough records and documentation.
- Must be able to communicate effectively both orally and in writing.

#### *c. Abilities*

- Must possess strong skills in interpersonal relations and the ability to interact closely with diverse disciplines during stressful situations.
- Must be capable of managing specialized equipment and support resources during a disaster situation.
- Must be capable of improvising and functioning for long hours under adverse working conditions.
- Must be flexible to improvise, share information, resolve conflicts, and solve problems.

## II. DISASTER MEDICAL ASSISTANCE TEAM

### C. POSITION REQUIREMENTS AND DESCRIPTIONS

#### *c. Abilities (Continued)*

- Must be capable of following complex written and oral orders.
- Must be capable of working in hazardous and stressful situations including extreme weather environments.
- Must be able to manage specialized equipment and support resources during a disaster situation.
- Must have the ability to effectively organize and plan during crisis situations.
- Must have the ability to maintain and perform minor equipment repairs in the field.

#### *d. Training*

- Must complete DMAT Orientation Training.
- Must complete American Heart Association (AHA) Health Care Provider.

#### **4. Training Requirements**

Qualification for a position on a DMAT depends upon training, experience, and demonstrated ability. Team management must develop and implement training programs for individual members, individual Team functions and full Team exercises. Training activities for the Team should provide professional and technical skills needed to provide DMAT services under adverse working conditions at a disaster site. Additional training requirements for each position may be imposed by individual Teams, as required to better prepare for local and State needs. Members must be given a basic orientation to NDMS and DMAT concepts and be familiar with the duties and responsibilities of other health and medical components in disaster operations. All members of a DMAT must also be credentialed through NDMS prior to being placed on a Team. OEP maintains a master database of all personnel rostered for deployment on a DMAT. When approved by the DMAT Leader for a specific DMAT position, the individual should meet all prerequisites for the position.

## II. DISASTER MEDICAL ASSISTANCE TEAM

### C. POSITION REQUIREMENTS AND DESCRIPTIONS

#### 4. Training Requirements (Continued)

The following are the minimum training requirements for DMAT positions:

COURSE  POSITION	Basic ICS	Intermediate ICS	Advanced ICS	DMAT Orientation	Command & General Staff Functional Training	Operations Section Functional Training	Logistics Section Functional Training	Planning Section Functional Training	Admin/Finance Functional Training	Large Incident Management Training	ICS Safety Officer	OSHA HazMat First Responder Awareness
DMAT Leader			X	X	X					X		
Deputy DMAT Leader			X	X	X					X		
Safety Officer			X	X	X						X	X
Chaplain			X	X	X							
Clinical Operations Section Chief			X	X	X	X						X
Medical Division Supervisor		X		X		X						X
Physician Assistant Unit Leader	X			X		X						X
Dental Unit Leader	X			X		X						X
Mental Health Unit Leader	X			X		X						X
Health Technician Unit Leader	X			X		X						X
Emergency Medical Technician - Paramedic (EMT-P) Specialist	X			X		X						X
Emergency Medical Technician - Intermediate (EMT-I) Specialist	X			X		X						X
Emergency Medical Technician - Basic (EMT- B) Specialist	X			X		X						X
Ancillary Services Division Supervisor		X		X		X						X
Laboratory Technician Unit Leader	X			X		X						X
Therapist Unit Leader	X			X		X						X
Environmental Health Unit Leader	X			X		X						X

## II. DISASTER MEDICAL ASSISTANCE TEAM

### C. POSITION REQUIREMENTS AND DESCRIPTIONS

#### 4. Training Requirements (Continued)

COURSE  POSITION	Basic ICS	Intermediate ICS	Advanced ICS	DMAT Orientation	Command & General Staff Functional Training	Operations Section Functional Training	Logistics Section Functional Training	Planning Section Functional Training	Admin/Finance Functional Training	Large Incident Management Training	ICS Safety Officer	OSHA HazMat First Responder Awareness
Dietary Unit Leader	X			X		X						X
Clinical Pharmacy Unit Leader	X			X		X						X
Pharmacy Technician	X			X		X						X
Nursing Division Supervisor		X		X		X						X
Staff Nurse Unit Leader	X			X		X						X
Practical Nurse	X			X		X						X
Planning Section Chief			X	X	X			X				
Logistics Section Chief			X	X	X		X					
Supply Unit Leader	X			X			X					
Facilities Unit Leader	X			X			X					
Equipment Specialist	X			X			X					
Communications Unit Leader	X			X			X					
Telecommunications Specialist	X			X			X					
Pharmacy Supply Unit Leader	X			X			X					
Administrative/Finance Section Chief			X	X	X				X			
Administrative Specialist	X			X					X			
Medical Records Unit Leader	X			X					X			

Figure 2-2 Minimum DMAT Position Requirements

## II. DISASTER MEDICAL ASSISTANCE TEAM

### C. POSITION REQUIREMENTS AND DESCRIPTIONS

#### 4. Training Requirements (Continued)

- **OSHA HazMat First Responder Awareness**
  - Knowledge and competencies as specified in Occupational Safety and Health Administration (OSHA) 29 Code of Federal Regulations (CFR) 1910.120.
- **Basic ICS** training includes:
  - Principles and features of ICS;
  - Organizational overview;
  - Incident resources; and
  - Common responsibilities.
- **Intermediate ICS** training includes:
  - Organization and staffing;
  - Organizing for incidents;
  - Incident resource management;
  - Air operations (optional); and
  - Incident event planning.
- **Advanced ICS** training includes:
  - Command and General staff;
  - Unified Command; and
  - Major incident planning.

## II. DISASTER MEDICAL ASSISTANCE TEAM

### C. POSITION REQUIREMENTS AND DESCRIPTIONS

#### 4. Training Requirements (Continued)

- **DMAT Orientation** training includes:
  - Overview of roles and responsibilities of OEP;
  - Overview of the HHS Health and Medical Response System operations;
  - Overview of other NDMS Teams and other disaster response organizations;
  - Overview of EISS;
  - Team organization, position descriptions, and operational checklists;
  - Overview of the terminology, functions, operations, strategy, and safety aspects of the DMAT;
  - Basic terminology and use of DMAT equipment cache items Personnel requirements;
  - Overview of military functions, structure, and chain of command; and
  - Methods of support for victims of disasters.
- **DMAT functional training** includes:
  - ***Command and General Staff:***
    - OEP concept of operations;
    - HHS Health and Medical Response System and other disaster response organizations;
    - DMAT and MST interaction;
    - Action Planning;
    - General staff functions;
    - Hazards and safety aspects of disaster environments;
    - Comprehensive DMAT operations; and
    - Basic and advanced personnel management.

## II. DISASTER MEDICAL ASSISTANCE TEAM

### C. POSITION REQUIREMENTS AND DESCRIPTIONS

#### 4. Training Requirements (Continued)

***Operations Section:***

- Specialized Operations Section position training;
- Comprehensive DMAT medical operations;
- Disaster site operations;
- Basic supervision; and
- Support for victims of disasters.

***Logistics Section:***

- Disaster supply operations;
- Inventory and tracking protocols;
- Military and civilian air cargo regulations and certifications;
- Packaging, storing, and shipping HazMat;
- DMAT equipment terminology;
- Equipment tracking, databases, and documentation;
- Cache acquisition;
- Air Force Joint Manual (AFJAM) certification;
- Facility management;
- Base Camp Manager;
- Communications theory;
- DMAT communications equipment;
- Frequency use and management;
- Communications operations and procedures;
- Radio protocols; and
- Basic supervision.

***Planning Section:***

- Action Planning;
- Resource status;
- Situation status;
- Documentation;
- Demobilization;
- Personal and equipment timekeeping; and
- Basic supervision.

## II. DISASTER MEDICAL ASSISTANCE TEAM

### C. POSITION REQUIREMENTS AND DESCRIPTIONS

#### 4. Training Requirements (Continued)

***Administrative/Finance Section:***

- Financial accounting procedures;
- NDMS personnel policies;
- Record keeping; and
- Basic supervision.

***Practical Team Exercises***

- **Large Incident Management** training:
  - General strategies and tactics;
  - Establishing overall objectives;
  - Managing incidents through ICS;
  - Safety aspects;
  - Personnel accountability; and
  - Command Post activities.
- **ICS Safety Officer** training:
  - Safety Officer effectiveness;
  - Analysis techniques;
  - Safety messages, briefings, and reports; and
  - High hazard operations.



## **II. DISASTER MEDICAL ASSISTANCE TEAM**

### **D. POSITION DESCRIPTIONS**

#### **1. Command Staff**

Position descriptions have been developed for the following positions:

- DMAT Leader;
- Deputy DMAT Leader;
- Safety Officer; and
- Chaplain.

## **DMAT LEADER**

### **POSITION DESCRIPTION**

#### **Functional Description**

The DMAT Leader is responsible for managing all aspects of a mission from the time of activation through the return to the home base including all resources (i.e., personnel and equipment). The DMAT Leader reports directly to the MST Division Supervisor.

#### **Description of Duties**

- Manages and ensures proper and timely completion of the overall Team function of providing medical care to disaster victims;
- Resolves any medical deployability issues of individual Team members;
- Ensures all deployed DMAT personnel are properly credentialed by NDMS and complete all NDMS deployment administrative requirements;
- If directed by the MST, assumes overall command of multiple DMATs for the purpose of forming a CSU or other assignment, such as providing supplemental staffing to the local medical infrastructure;
- Ensures that supplies and support necessary to accomplish assignments and activities are available;
- Supervises subordinates;
- Interacts with the MST for the coordination of Team activities and support requirements;
- Attends briefings with the MST and ensures all Team personnel are kept informed of mission objectives and status changes;
- Ensures that regular Situation Reports (SITREPs) are forwarded to the MST;
- Ensures the completion of all required reports and maintenance of records;
- Ensures EISS management activities for Team personnel are addressed; and
- Prepares performance evaluations for assigned personnel.

**DMAT LEADER**  
**POSITION DESCRIPTION (CONTINUED)**

**Knowledge**

- Formal training in managing large-scale disasters or events;
- Extensive knowledge of other disaster response organizations with HHS agreements;
- Extensive knowledge of other disaster response organizations, (i.e., American Red Cross (ARC), Non-Governmental Organizations (NGO), etc.);
- Extensive knowledge of methods of support for disaster victims;
- Extensive knowledge of the terminology and capabilities of the major items in the equipment cache;
- Extensive knowledge of the hazards associated with various disaster environments;
- Comprehensive knowledge of OEP and MST standard operating procedures;
- Comprehensive knowledge of ICS;
- Comprehensive knowledge of the functional and overall role of the action planning process; and
- Comprehensive knowledge of supervisory and personnel management skills.

**Skills**

- Five years of related experience in emergency incident management; and
- Manage subordinates in stressful work environments.

**Abilities**

- Capable of effectively coordinating and directing Team interaction during mission assignment;
- Possess good interagency coordination skills; work well with technical experts, local officials, and other organizations; and
- Meet the moderate physical fitness requirement.

**Training Requirements**

- Complete Advanced ICS training;
- Complete large incident management training, or equivalent; and
- Complete Command and General Staff functional training.

## **DEPUTY DMAT LEADER**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Deputy DMAT Leader is responsible for assisting the DMAT Leader in managing all aspects of a DMAT mission. The Deputy DMAT Leader may fulfill the role of DMAT Leader in the Leader's absence; when providing 24-hour operations; or may be assigned to work in special positions, operations, or situations as requested by the MST. The Deputy DMAT Leader reports directly to the DMAT Leader.

#### **Description of Duties**

- Under the DMAT Leader, manages and ensures proper and timely completion of the overall Team function of providing medical care to disaster victims;
- Ensures that supplies and support necessary to accomplish assignments and activities are available;
- Assists in the supervising subordinates;
- Serves in specialized positions as assigned by the DMAT Leader;
- Interacts with the MST in planning sessions for coordination of Team activities and support requirements;
- Attends briefings with the MST and ensures all Team personnel are kept informed of mission objectives and status changes;
- Ensures that regular SITREPs are forwarded to the MST;
- Ensures the completion of all required reports and maintenance of records;
- Ensures EISS management activities for Team personnel are addressed; and
- Ensures performance evaluations are completed for assigned personnel.

**DEPUTY DMAT LEADER**  
POSITION DESCRIPTION (CONTINUED)

**Knowledge**

- Formal training in managing large-scale disasters or events;
- Extensive knowledge of other disaster response organizations with HHS agreements;
- Extensive knowledge of other disaster response organizations, (i.e., ARC, NGOs, etc.);
- Extensive knowledge of methods of support for disaster victims;
- Extensive knowledge of the terminology and capabilities of the major items in the DMAT equipment cache;
- Extensive knowledge of the hazards associated with various disaster environments;
- Comprehensive knowledge of ICS;
- Comprehensive knowledge of the functional and overall role of the action planning process;
- Comprehensive knowledge of OEP and MST standard operating procedures; and
- Comprehensive knowledge of supervisory and personnel management skills.

**Skills**

- Five years of related experience in emergency incident management; and
- Manage subordinates in stressful work environments.

**Abilities**

- Capable of effectively coordinating and directing Team interaction during mission assignment;
- Possess good interagency coordination skills; work well with technical experts, local officials, and other organizations; and
- Meet the moderate physical fitness requirement.

**Training Requirements**

- Complete Advanced ICS training;
- Complete large incident management training, or equivalent; and
- Complete Command and General Staff functional training.

## **DMAT SAFETY OFFICER**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Safety Officer is responsible for the anticipation, identification, and assessment of hazardous and unsafe conditions. This includes developing measures to reduce risks in order to enhance personnel safety and accountability. The Safety Officer reports directly to the DMAT Leader.

#### **Description of Duties**

- Oversees all health and safety aspects of the DMAT response personnel while on a mission. This includes the personal safety of members while at the home base and/or Assembly Point, in vehicles or aircraft used during transit, at layover sites, the Point of Arrival/Mobilization Center (POA/MOB. Center), the Base of Operations (BoO), all Areas of Operations, as well as patient's safety;
- Ensures that optimal safety and injury prevention is being practiced at all times, as appropriate, including: proper respiratory protection use, hard hat protection, Universal Precautions during medical care, safe operation of motor vehicles, and other considerations;
- Investigates, completes, and forwards all reports in regard to Team personnel injuries and illnesses to the MST Safety Officer after review by the DMAT Leader;
- Prevents various types of illnesses among the Team members by ensuring proper personal hygiene (i.e., hand washing stations, etc.) monitoring stress levels, ensuring adequate food and hydration is available, etc;
- Intervenes immediately in unsafe activities to prevent the loss of life and/or injuries; and
- Develops plans for physical security and safety of Team members and ensures it is included in the DMAT Safety Plan for implementation.

**DMAT SAFETY OFFICER**  
**POSITION DESCRIPTION (CONTINUED)**

**Knowledge**

- Extensive knowledge of other disaster response organizations with HHS agreements;
- Extensive knowledge of other disaster response organizations, (i.e., ARC, NGOs, etc.);
- Extensive knowledge of the applicable OSHA standards;
- Extensive knowledge of the principles of risk management;
- Extensive knowledge of the hazards associated with various disaster environments;
- Extensive knowledge of public health and industrial hygiene considerations;
- Extensive knowledge of field sanitation procedures;
- Comprehensive knowledge of ICS; and
- Comprehensive knowledge of the functional and overall role of the action planning process.

**Skill**

- Analyzing information and developing written reports and oral briefings.

**Abilities**

- Possess good interagency coordination skills; work well with technical experts, local officials, and other organizations; and
- Meet the arduous physical fitness requirement.

**Training Requirements**

- Complete Advanced ICS training;
- Complete ICS Safety Officer Course;
- Complete Command and General Staff functional training; and
- Complete OSHA HazMat First Responder Awareness training.

## **DMAT CHAPLAIN**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Chaplain position is responsible for pastoral services associated with disaster victims and their families. The Chaplain reports directly to the DMAT Leader.

#### **Description of Duties**

- Provides pastoral services to a variety of victims from different denominations, including family counseling and spiritual guidance services;
- Conducts last rites to victims in disaster situations when necessary;
- Performs spiritual guidance sessions for victims and families at the disaster site; and
- Provides pastoral and spiritual guidance services to Team and MST members while deployed on a mission.

#### **Knowledge**

- Graduation from a seminary with accredited or associated membership in the American Association of Theological Schools;
- Ordination or denominational equivalent in a recognized ministry;
- Extensive knowledge of other disaster response organizations with HHS agreements;
- Extensive knowledge of other disaster response organizations, (i.e., ARC, NGOs, etc.);
- Comprehensive knowledge of ICS;
- Comprehensive knowledge of the functional and overall role of the action planning process; and
- Comprehensive knowledge of methods of support for disaster victims.

#### **Skills**

- Work in multicultural environments; and
- Interact with disaster victims and families under stressful environments.



**DMAT CHAPLAIN**  
**POSITION DESCRIPTION (CONTINUED)**

**Abilities**

- Possess good interagency coordination skills; work well with technical experts, local officials, and other organizations;
- Interact and provide for people of varying religious beliefs; and
- Meet the light physical fitness requirement.

**Training Requirements**

- Complete Advanced ICS training; and
- Complete Command and General Staff functional training.

## **II. DISASTER MEDICAL ASSISTANCE TEAM**

### **D. POSITION DESCRIPTIONS**

#### **2. Operations**

Position descriptions have been developed for the following positions:

- Clinical Operations Section Chief;
- Medical Division Supervisor;
- Physician Assistant Unit Leader;
- Dental Unit Leader;
- Mental Health Unit Leader;
- Health Technician Unit Leader;
- EMT-P Specialist;
- EMT-I Specialist;
- EMT-B Specialist;
- Ancillary Services Division Leader;
- Laboratory Technician Unit Leader;
- Therapist Unit Leader;
- Environmental Health Unit Leader;
- Dietary Unit Leader;
- Clinical Pharmacy Unit Leader;
- Pharmacy Technician;
- Nursing Division Supervisor;
- Staff Nurse Unit Leader; and
- Practical Nurse.

## **DMAT CLINICAL OPERATIONS SECTION CHIEF**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Clinical Operations Section Chief manages all facets of direct medical care and treatment of victims who have been injured or are ill due to a disaster or major emergency. The Clinical Operations Section Chief reports directly to the DMAT Leader.

#### **Description of Duties**

- Manages the activities of the Section;
- Supervises subordinates;
- Facilitates the operations of the Section to ensure quality patient care;
- Determines the Section's staffing and logistical needs and requests additional resources as necessary;
- Ensures Universal Precautions for all personnel against exposure to communicable diseases;
- Provides operational objectives for the next operational period;
- Coordinates operational actions with MST DMAT Division Supervisor;
- Receives briefings and SITREPs and ensures that all Operations Section personnel are kept informed of mission objectives and status changes;
- Identifies deficiencies and implements corrective actions as needed within the Section;
- Provides situation updates to the DMAT Leader and maintains records and reports of Operations Section activity; and
- Prepares performance evaluations for assigned personnel.

#### **Knowledge**

- Extensive knowledge of other disaster response organizations with HHS agreements;
- Extensive knowledge of other disaster response organizations, (i.e., ARC, NGOs, etc.);
- Extensive knowledge of the hazards associated with various disaster environments;
- Comprehensive knowledge of ICS;
- Comprehensive knowledge of OEP and MST standard operating procedures;
- Comprehensive knowledge of the functional and overall role of the action planning process; and
- Comprehensive knowledge of personnel management and supervision.

**DMAT CLINICAL OPERATIONS SECTION CHIEF**  
POSITION DESCRIPTION (CONTINUED)

**Skills**

- Five years of related experience in medical management; and
- Manage subordinates in stressful work environments.

**Abilities**

- Possess good interagency coordination skills; work well with technical experts, local officials, and other organizations;
- Capable of effectively coordinating and directing Team interaction during mission assignment; and
- Meet the moderate physical fitness requirement.

**Training Requirements**

- Complete Advanced ICS training;
- Complete Command and General Staff functional training;
- Complete Operations Section functional training; and
- Complete OSHA HazMat First Responder Awareness training.

## **DMAT MEDICAL DIVISION SUPERVISOR**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Medical Division Supervisor oversees and provides direct medical care to disaster victims. The Medical Division Supervisor may also provide medical consultation to other health care providers. The Medical Division Supervisor reports directly to the Clinical Operations Section Chief.

#### **Description of Duties**

- Supervises the overall flow of victims and medical care provided by DMAT medical personnel;
- Supervises subordinates;
- Counsels medical personnel on the handling of difficult cases and resolution of intensive treatment problems;
- Supervises the diagnosis and treatment of victims using disaster care medicine;
- Supervises the triage of patients on entry to medical services;
- Performs major medical care that requires a licensed physician to perform;
- Refers patients for further consultation and treatment when necessary;
- Identifies conditions requiring urgent surgical intervention and makes referral for service;
- Supervises medical treatment administered by other professional and technical personnel to assure that adequate professional and technical services are provided to those in need;
- Liaisons with the Ancillary Services Division Supervisor to ensure information flow;
- Recommends methods and procedures for coordination of medical services with other medical activities;
- Ensures all patient records are complete and submitted to the Clinical Operations Section Chief; and
- Prepares performance evaluations for assigned personnel.

**DMAT MEDICAL DIVISION SUPERVISOR**  
**POSITION DESCRIPTION (CONTINUED)**

**Knowledge**

- Doctor of Medicine (M.D.) or Doctor of Osteopathy (U. S. or Canada) or foreign medical graduate with unrestricted licensure to practice medicine;
- Valid and unrestricted State licensure to practice medicine;
- Board-Eligible (BE) or Board-Certified (BC) in clinical specialty;
- Advanced Trauma Life Support (ATLS) certification;
- Advanced Cardiac Life Support (ACLS) certification;
- Extensive knowledge of ICS;
- Extensive knowledge of personnel management and supervision;
- Extensive knowledge of Universal Precautions; and
- Extensive knowledge of methods of support for disaster victims.

**Skills**

- Experience in pre-hospital care;
- Manage subordinates in stressful work environments; and
- Experience in the practice of medicine in austere environments.

**Abilities**

- Possess good interagency coordination skills; work well with technical experts, local officials, and other organizations; and
- Meet the moderate physical fitness requirement.

**Training Requirements**

- Complete Intermediate ICS training;
- Complete Operations Section functional training; and
- Complete OSHA HazMat First Responder Awareness training.

## **DMAT PHYSICIAN ASSISTANT UNIT LEADER**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Physician Assistant Unit Leader performs direct medical care to victims of a disaster under the licensure, supervision, and guidance of the Medical Division Supervisor. The Physician Assistant Unit Leader reports directly to the Medical Division Supervisor.

#### **Description of Duties**

- Performs prescribed medical examinations, evaluates, examines, treats, and refers victims suffering acute illnesses and/or injuries;
- Maintains complete and current clinical records; and
- Submits patient records and reviews patient management with the Medical Division Supervisor.

#### **Knowledge**

- Successful completion of Physician Assistant Degree Program;
- Certification as an adult, family, or emergency practitioner;
- Working knowledge of Universal Precautions; and
- Working knowledge of supervisory practices.

#### **Skills**

- Relevant professional experience in acute care setting; and
- Manage subordinates in stressful work environments.

#### **Ability**

- Meet the moderate physical fitness requirement.

#### **Training Requirements**

- Complete Basic ICS training;
- Complete Operations Section functional training; and
- Complete OSHA HazMat First Responder Awareness training.

## **DMAT DENTAL UNIT LEADER**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Dental Unit Leader makes dental diagnoses and administers treatment to victims who have been injured or become ill due to a disaster or major emergency. The Dental Unit Leader reports directly to the Medical Division Supervisor.

#### **Description of Duties**

- Carries out dental diagnosis and treatment involving dental/oral surgery and performs direct dental care for patients who do not present with major complications;
- Assesses patients and treats uncomplicated oral fractures and wounds and provides a wide range of ambulatory dental interventions;
- Diagnoses traumatic and non-traumatic injury, providing treatment when symptoms are clear;
- Performs dental extractions when necessary; treats gum disorders and wounds, and administers oral medications as necessary;
- Prescribes and administers drugs for infection control, pain relief, and other conditions if there are no complicating factors;
- Consults with medical personnel on difficult patient care as needed;
- Orders dental laboratory tests as necessary;
- Identifies conditions requiring urgent oral surgical intervention, and makes referral for service. Classifies and prioritizes patients for further treatment and evacuation;
- Supervises dental treatment administered by other professional and technical personnel to ensure that appropriate professional and technical services are provided to those in need; and
- Recommends methods and procedures for coordination of dental services with other medical activities.

#### **Knowledge**

- Bachelors degree in dental surgery (D. D. S.) or dental medicine (D. M. D.);
- Valid and unrestricted State licensure to practice dentistry;
- Extensive knowledge of Universal Precautions; and
- Working knowledge of supervisory practices.



**DMAT DENTAL UNIT LEADER**  
POSITION DESCRIPTION (CONTINUED)

**Skills**

- Three years of experience and/or training beyond the undergraduate dental school level, 1 year of which must be either independent professional practice experience or residency; and
- Manage subordinates in stressful work environments.

**Abilities**

- Meet the moderate physical fitness requirement.

**Training Requirements**

- Complete Basic ICS training;
- Complete Operations Section functional training; and
- Complete OSHA HazMat First Responder Awareness training.

## **DMAT MENTAL HEALTH UNIT LEADER**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Mental Health Unit Leader assists in the planning and implementation of activities related to mental health services for disaster victims and their families, as well as NDMS personnel on-site. The Mental Health Unit Leader reports directly to the Medical Division Supervisor.

#### **Description of Duties**

- In collaboration with local mental health programs and services, implements and coordinates mental health services for disaster victims including children and their families;
- Identifies technical assistance and support mechanisms within the local jurisdiction to respond to the immediate crisis;
- Identifies appropriate intervention and prevention service techniques and counseling for early identification of victims at risk of mental health and related problems;
- Consults with DMAT members, local mental health workers, and family members to identify needed clinical testing and evaluation procedures for disaster victims;
- Plans for and arranges professional assistance and consultation regarding treatment planning and other interventions efforts;
- Evaluates mental health services available in local areas and installs networks for crisis intervention and assistance;
- Develops professional resource networks for provision of integrated multi-disciplinary services to disaster victims. Initiates efforts to develop resources to serve the special needs of infants and children during disaster situations; and
- Monitors EISS levels of NDMS and DMAT members, as well as Federal, State, and local responders and implements stress reduction measures as necessary.

#### **Knowledge**

- Certified as a clinical psychologist or advanced degree in clinical psychology, social work, or related field;
- Valid and unrestricted State licensure to practice medicine;
- Extensive knowledge of methods of support for families of disaster victims; and
- Comprehensive knowledge of mental health aspects of intervention, prevention, counseling, and related mental health problems.

**DMAT MENTAL HEALTH UNIT LEADER**  
POSITION DESCRIPTION (CONTINUED)

**Skills**

- One year of specialized experience in acute mental health disorders;
- Experience in dealing with critical and EISS management situations;
- Experience in interacting with the public under a variety of circumstances, (i.e., providing counseling assistance); and
- Manage subordinates in stressful work environments.

**Abilities**

- Possess good interagency coordination skills; work well with technical experts, local officials, and other organizations; and
- Meet the moderate physical fitness requirement.

**Training Requirements**

- Complete Basic ICS training;
- Complete Command and General Staff functional training; and
- Complete OSHA HazMat First Responder Awareness training.

## **DMAT HEALTH TECHNICIAN UNIT LEADER**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Health Technician Unit Leader oversees and performs a variety of Advanced Life Support (ALS) and Basic Life Support (BLS) health care activities during a disaster or major emergency. The Health Technician Unit Leader reports directly to the Medical Division Supervisor.

#### **Description of Duties**

- Supervises subordinates;
- Carries out the full range of advanced and BLS functions for patients within medical control;
- Diagnoses traumatic and non-traumatic injury, providing treatment according to established protocols. Recognizes symptoms that require referrals and makes such recommendations to the Medical Division Supervisor;
- Performs medical procedures as necessary, including: resuscitations; inserts intravenous lines; inserts endotracheal tubes and esophageal airways and treats shock patients with volume expanders as needed;
- Works collaboratively with medical personnel in the identification and management of disaster patients in accordance with established protocols; and
- Prepares performance evaluations for assigned personnel.

#### **Knowledge**

- State and/or National Registry certification at the EMT-P level;
- Working knowledge of Universal Precautions; and
- Working knowledge of supervisory practices.

#### **Skills**

- Recent clinical competency and experience in supervising pre-hospital providers; and
- Manages subordinates in stressful situations.

#### **Ability**

- Meet the moderate physical fitness requirement.

#### **Training Requirements**

- Complete Basic ICS training;
- Complete Operations Section functional training; and
- Complete OSHA HazMat First Responder Awareness training.

## **DMAT EMT-P SPECIALIST**

### **POSITION DESCRIPTION**

#### **Functional Description**

The EMT-P Specialist performs a variety of ALS and BLS health care activities during a disaster or major emergency. The EMT-P Specialist reports directly to the Health Technician Unit Leader.

#### **Description of Duties**

- Carries out the full range of advanced or basic life support functions for patients;
- Responds to emergency situations, (i.e., cardiopulmonary arrest, severe bleeding, shock, etc.);
- Observes conditions of patients during treatment and, based on established protocols, adjusts techniques or procedures as necessary;
- Applies splints and dressings as necessary;
- Performs first aid procedures available to relieve patient pain and suffering and increase the patient's maximum care and comfort;
- Prepares detailed records of patient's physical condition and a complete report for medical personnel, including patient's physical and emotional condition;
- Leads litter teams in transporting patients to evacuation vehicles; and
- Oversees procedures to place patients on litters and loads and unloads patients from ambulances, aircraft, and other conveyances.

#### **Knowledge**

- State and/or National Registry certification at the EMT-P level; and
- Working knowledge of Universal Precautions.

#### **Skill**

- Recent competency and experience in providing pre-hospital care on a regular basis.

#### **Ability**

- Meet the moderate physical fitness requirement.

#### **Training Requirements**

- Complete Basic ICS training;
- Complete Operations Section functional training; and
- Complete OSHA HazMat First Responder Awareness training.

## **DMAT EMT-I SPECIALIST**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Emergency Medical Technician - Intermediate (EMT-I) Specialist performs a variety of health care activities as appropriate during a disaster or major emergency. The EMT-I Specialist reports directly to the Health Technician Unit Leader.

#### **Description of Duties**

- Carries out the full range of life support functions, as appropriate for patients;
- Responds to emergency situations, (i.e., cardiopulmonary arrest); checks vital signs, (i.e., pulse, blood pressure, etc.), checks for shock and provides treatment if necessary; observes patients for signs of bleeding and takes immediate steps to slow or stop bleeding entirely;
- Performs first aid measures for patients;
- Assists medical personnel by dressing all wounds not requiring the services of a physician;
- Assists in applying splints to broken bones;
- Collects specimens for clinical laboratory analyses;
- Provides other support for the patient's maximum care and comfort;
- Writes detailed notes describing the patient's behavioral patterns and reports findings to nursing staff or medical personnel;
- Assists litter teams in placing patients on litters and transporting to evacuation vehicles;
- Makes detailed observations of the patient before evacuation and prepares complete and detailed report on patient's condition for medical personnel; and
- Loads and unloads patients from ambulances, aircraft, and other conveyances.

#### **Knowledge**

- State and/or National Registry certification at the EMT-I level; and
- Working knowledge of Universal Precautions.

**DMAT EMT-I SPECIALIST**  
POSITION DESCRIPTION (CONTINUED)

**Skill**

- Recent competency and experience in providing pre-hospital care on a regular basis.

**Ability**

- Meet the moderate physical fitness requirement.

**Training Requirements**

- Complete Basic ICS training;
- Complete Operations Section functional training; and
- Complete OSHA HazMat First Responder Awareness training.

## **DMAT EMT-B SPECIALIST**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Emergency Medical Technician - Basic (EMT-B) Specialist performs a range of BLS care duties during a disaster or major emergency. The EMT-B Specialist reports directly to the Health Technician Unit Leader.

#### **Description of Duties**

- Carries out the full range of basic life support and first aids for patients;
- Performs cardiopulmonary resuscitation, applies splints to broken or suspected broken bones and applies dressings to wounds to stop bleeding;
- Assists medical personnel in repairing wounds, applying casts, etc.;
- Secures emergency equipment for use by medical personnel, (i.e., oxygen and ventilators);
- Observes and records patient changes in attitudes, behavior, and physical condition; assesses overall physical condition of patient and reports any changes;
- Assists nursing staff by providing for patients care and comfort;
- Assists litter teams in physically transporting non-ambulatory patients to waiting evacuation vehicles;
- Observes and records condition of patients in preparation for evacuation; and
- Loads and unloads patients from ambulances, aircraft, and other conveyances.

#### **Knowledge**

- State and/or National Registry certification at the EMT-B level; and
- Working knowledge of Universal Precautions.

#### **Skill**

- Recent competency and experience in providing pre-hospital care on a regular basis.

#### **Ability**

- Meet the moderate physical fitness requirement.

#### **Training Requirements**

- Complete Basic ICS training;
- Complete Operations Section functional training; and
- Complete OSHA HazMat First Responder Awareness training.



## **DMAT ANCILLARY SERVICES DIVISION SUPERVISOR**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Ancillary Services Division Supervisor oversees the medical support functions provided by Medical Division personnel. The Ancillary Services Division Supervisor reports directly to the Clinical Operations Section Chief.

#### **Description of Duties**

- Supervises subordinates;
- Ensures logistical support for Division services is maintained at an adequate level;
- Liaisons with the Medical Division Supervisor to ensure adequate support of clinical services;
- Ensures results of lab tests and other procedures are forwarded to the Medical Division;
- Recommends methods and procedures for coordination of medical services with other medical activities;
- Ensures all clinical records are complete and submitted to the Clinical Operations Section Chief; and
- Prepares performance evaluations for assigned personnel.

#### **Knowledge**

- Valid and unrestricted State licensure or certification in one of the Ancillary Services Division disciplines;
- Extensive knowledge of ICS;
- Extensive knowledge of personnel management and supervision; and
- Extensive knowledge of Universal Precautions.

#### **Skills**

- Experience in pre-hospital care;
- Multi-disciplinary supervisory experience;
- Manage subordinates in stressful work environments; and
- Experience in the practice of medicine in austere environments.

**DMAT ANCILLARY SERVICES DIVISION SUPERVISOR**  
POSITION DESCRIPTION (CONTINUED)

**Abilities**

- Possess good interagency coordination skills; work well with technical experts, local officials, and other organizations; and
- Meet the moderate physical fitness requirement.

**Training Requirements**

- Complete Intermediate ICS training;
- Complete Operations Section functional training; and
- Complete OSHA HazMat First Responder Awareness training.

## **DMAT LABORATORY TECHNICIAN UNIT LEADER**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Laboratory Technician Unit Leader provides technical laboratory duties under the direction of the medical personnel and nurses. The Laboratory Technician Unit Leader reports directly to the Ancillary Services Division Supervisor.

#### **Description of Duties**

- Draws blood samples in accordance with established procedure and prepares them for laboratory tests;
- Ensures the integrity of all lab samples during transport to the reference laboratory;
- Performs tests that require difficult and complex laboratory manuals and written instructions commonly accepted and understood by technicians in the field;
- Performs minor and major cross-typing tests for verification by medical personnel, as necessary;
- Performs additional tests requiring fine and precise measurements and/or delicate equipment control adjustments as necessary;
- Makes blood factor determinations, etc. (i.e., hemoglobin determination and specific blood group);
- Records results and labels specimens;
- Consults with the Ancillary Services Division Supervisor when abnormal results are detected;
- Provides technical advice to medical personnel concerning laboratory tests and results; and
- Maintains accurate logs and records of laboratory tests completed.

#### **Knowledge**

- Bachelor's degree in a discipline related to the position;
- Valid and unrestricted certification as a laboratory technician;
- Working knowledge of Universal Precautions; and
- Working knowledge of supervisory practices.

#### **Skills**

- Significant relevant laboratory experience in an acute clinical setting; and
- Manage subordinates in stressful work environments.

**DMAT LABORATORY TECHNICIAN UNIT LEADER**  
POSITION DESCRIPTION (CONTINUED)

**Abilities**

- Possess good interagency coordination skills; work well with technical experts, local officials, and other organizations; and
- Meet the moderate physical fitness requirement.

**Training Requirements**

- Complete Basic ICS training;
- Complete Operations Section functional training; and
- Complete OSHA HazMat First Responder Awareness training.

## **DMAT THERAPIST UNIT LEADER**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Therapist Unit Leader applies to all therapy an/or other similar specialty positions on the Team, such a respiratory therapist, phlebotomist, bio-medical technician, or X-Ray technician. These positions are responsible for independently administering complex therapy or procedures to critically ill patients. The Therapist Unit Leader reports directly to the Ancillary Services Division Supervisor.

#### **Description of Duties**

- Sets up and monitors a variety of complex equipment for the appropriate therapy;
- Determines the effectiveness and/or the need for change in the therapy being administered;
- Monitors and interprets values for the purpose of reporting patient status;
- Assists medical personnel in specialty procedures;
- Uses various equipment when available to assist in appropriate therapy;
- Recommends changes in patient's treatment to medical personnel based on results of the therapy or procedure; and
- Records treatment, findings, and progress pertinent to patient care.

#### **Knowledge**

- Successful completion of U.S.-accredited therapist school related to the position;
- Valid and unrestricted State certification or license in the applicable specialty;
- Working knowledge of Universal Precautions; and
- Working knowledge of supervisory practices.

#### **Skills**

- Significant relevant experience in the delivery of therapy in an acute clinical setting; and
- Manage subordinates in stressful work environments.

#### **Ability**

- Meet the moderate physical fitness requirement.

#### **Training Requirements**

- Complete Basic ICS training;
- Complete Operations Section functional training; and
- Complete OSHA HazMat First Responder Awareness training.

## **DMAT ENVIRONMENTAL HEALTH UNIT LEADER**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Environmental Health Unit Leader is responsible for the elimination and prevention of environmental health hazards at a deployment site. This includes survey, implementation, and eradication measures to control the spread of disease and other health hazards or conditions. The Environmental Health Unit Leader reports directly to the Ancillary Services Division Supervisor.

#### **Description of Duties**

- Inspects and evaluates water, plumbing, and sewage disposal systems at deployment site;
- Performs quality control tests on water, food, and air to determine contamination;
- Conducts investigation to determine the source of outbreaks (i.e., water supplies, contaminated food, and untreated waste);
- Determines sources of, and methods to eliminate or control insect and rodent breeding and harborage;
- Administers water purification services for Team water supplies;
- Evaluates and ensures compliance with environmental sanitation regulations;
- Develops recommendations and procedures to aid in assisting and maintaining environmental health programs, administered by local authorities;
- Liaisons with the Logistics Section Chief and Dietary Unit Leader to ensure proper sanitation facilities are available; and
- Prepares reports of findings and makes recommendations to the Clinical Operations Section Chief.

#### **Knowledge**

- Working knowledge of supervisory practices;
- Extensive knowledge of health laws and regulations governing environmental health practices;
- Extensive knowledge of advanced environmental health concepts, principles, methods, and techniques, including survey and inspection techniques and control and eradication methods;
- Extensive knowledge of the hazards associated with various disaster environments; and
- Extensive knowledge of HazMat emergencies.

**DMAT ENVIRONMENTAL HEALTH UNIT LEADER**  
POSITION DESCRIPTION (CONTINUED)

**Skills**

- Three years experience in environmental health field;
- Identify and evaluate environmental health hazards in the field environment;
- Perform control and eradication procedures of health hazards;
- Analyze and document findings and present in oral briefings; and
- Manage subordinates in stressful work environments.

**Abilities**

- Possess good interagency coordination skills; work well with technical and clinical experts, (i.e., Centers for Disease Control and Prevention (CDC);
- Work with State and local public health officials regarding information on control and eradication of environmental health hazards and preventive health measures; and
- Meet the arduous physical fitness requirement.

**Training Requirements**

- Complete Basic ICS training;
- Complete Operations Section functional training; and
- Complete OSHA HazMat First Responder Awareness training.

## **DIETARY UNIT LEADER**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Dietary Unit Leader serves as a dietitian/nutritionist/food service supervisor. The Dietary Unit Leader reports directly to the Ancillary Services Division Supervisor.

#### **Description of Duties**

- Plans, schedules, and supervises feeding operations for Team members and patients;
- Obtains information from patients and staff concerning eating patterns, economic situations, cultural backgrounds, and other conditions that influence food preferences and preparation;
- Plans menus including regular menus and a variety of modified menus for patients requiring highly specialized diets, based on equipment and services available for food preparation;
- Identifies food service needs by conducting or assisting in on-site evaluations of the food program with respect to nutritional standards and food service management;
- Recommends improvements and corrective actions as necessary to produce an efficient food service program;
- Identifies quantities and types of rations required based on patient and staff interviews;
- Wherever possible develops a nutritional care plan or standard modifications based on the medical records of those individuals who are under prescribed medical treatment. Records appropriate information in-patient medical records or provides the information at a later date;
- Ensures adequate storage of perishable foods; and
- Supervises preparation of oral rehydration fluids for patients, and other extemporaneous non-pharmaceutical therapeutic preparations.

#### **Knowledge**

- Complete a 4-year course of study leading to a Bachelor's or higher degree in dietetics, food nutrition, food service management, institution management, or closely related science;
- Valid and unrestricted State licensure and/or professional registration as a Registered Dietician (R.D.); and
- Working knowledge of supervisory practices.



**DIETARY UNIT LEADER**  
**POSITION DESCRIPTION (CONTINUED)**

**Skill**

- Two years of professional experience in or directly related to dietetics or nutrition.

**Abilities**

- Possess good interagency coordination skills; work well with technical experts, local officials, and other organizations; and
- Must be able to meet the moderate physical fitness requirement.

**Training Requirements**

- Complete Basic ICS training;
- Complete Operations Section functional training; and
- Complete OSHA HazMat First Responder Awareness training.

## **DMAT CLINICAL PHARMACY UNIT LEADER**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Clinical Pharmacy Unit Leader is responsible for compounding and dispensing prescriptions requested by physicians and other licensed practitioners at the site of a disaster or major emergency. The Clinical Pharmacy Unit Leader reports directly to the Ancillary Services Division Supervisor.

#### **Description of Duties**

- Carries out clinical pharmacy functions of drug selection, compounding, and dispensing of a varied range of therapeutic agents;
- Assists in the development of DMAT formulary;
- Maintains responsibility for the distribution and accountability of drugs utilized at the disaster site;
- Fills written orders for pharmaceuticals according to established procedures;
- Maintains required controls on the dispensation of all pharmaceuticals;
- Provides information to medical personnel regarding concentration, number of dosages in a solution, etc.;
- Makes judgments concerning drug effects and patient behavior, especially adverse effects. Brings potentially serious situations to the attention of medical personnel;
- Prepares detailed reports and records involving inventories, requisitions, and issuance of drugs according to laws and regulations;
- Develops special formulas, extemporaneous compounding, and special preparations as required;
- Resolves problems in the area of biopharmaceutic effectiveness, including problems concerning solubility, stability, incompatibility, etc.;
- Suggests alternative medications to avoid incompatibilities, alleviate side effects, overcome potentiating drug combinations, and prevent antagonistic reactions;
- Provides clinical pharmacology consultation to medical personnel; and
- Develops and implements plan to secure controlled substances in the Clinical Operations Section.

#### **Knowledge**

- Bachelor's degree from an accredited pharmacy school;
- Valid and unrestricted State licensure in pharmacy;
- Working knowledge of supervisory practices; and
- Comprehensive knowledge of the DMAT Pharmacy Basic Load.

**DMAT CLINICAL PHARMACY UNIT LEADER**  
POSITION DESCRIPTION (CONTINUED)

**Skills**

- One year of professional pharmacy experience; and
- Manage subordinates in stressful work environments.

**Ability**

- Meet the moderate physical fitness requirement.

**Training Requirements**

- Complete Basic ICS training;
- Complete Operations Section functional training; and
- Complete OSHA HazMat First Responder Awareness training.

## **DMAT PHARMACY TECHNICIAN**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Pharmacy Technician is responsible for assisting the Clinical Pharmacy Unit Leader in dispensing drugs and pharmaceuticals. The Pharmacy Technician reports directly to the Clinical Pharmacy Unit Leader.

#### **Description of Duties**

- Reviews requisitions for completeness and prepares the more common drug solutions for the Clinical Pharmacy Unit Leader;
- Brings any discrepancies found in the requisitions to the attention of the Clinical Pharmacy Unit Leader;
- Fills written orders for pharmaceuticals according to established procedures;
- Requests sufficient pharmaceutical stocks from the Pharmacy Supply Unit Leader to prepare medications for the Medical Division; and
- Forwards status reports to Pharmacy Supply Unit Leader on pharmaceutical usage and trends.

#### **Knowledge**

- Certification as a Pharmacy Technician from a U.S.-accredited training program; and
- Extensive knowledge of the DMAT Pharmacy Basic Load.

#### **Skill**

- One year of professional pharmacy experience.

#### **Ability**

- Meet the moderate physical fitness requirement.

#### **Training Requirements**

- Complete Basic ICS training;
- Complete Operations Section functional training; and
- Complete OSHA HazMat First Responder Awareness training.

## **DMAT NURSING DIVISION SUPERVISOR**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Nursing Division Supervisor oversees the nursing care operations of the DMAT and also performs direct nursing services. The Nursing Division Supervisor reports directly to the Clinical Operations Section Chief.

#### **Description of Duties**

- Manages the nursing function, providing leadership, direction, and supervision of nursing care operations provided by the DMAT;
- Supervises subordinates;
- Identifies and assesses needs, trends, issues, and developments which have an impact on nursing services;
- Serves as the focal point for the identification and analysis of problems and issues affecting nursing services and recommends actions to overcome them;
- Ensures compliance with established procedures and protocols including maintaining professional nursing standards;
- Performs direct nursing services, if required, including assessing injuries and illnesses and performing or assisting in performing life support procedures and diagnostic tests as required;
- Performs other related duties as required to facilitate efficient nursing care operations; and
- Prepares performance evaluations for assigned personnel.

#### **Knowledge**

- Bachelor of Nursing degree;
- Valid and unrestricted State licensure to practice nursing;
- Extensive knowledge of Universal Precautions;
- Extensive knowledge of ICS; and
- Extensive knowledge of personnel management and supervision.

#### **Skills**

- Significant current experience as a nursing supervisor in a clinical setting; and
- Manage subordinates in stressful work environments.

**DMAT NURSING DIVISION SUPERVISOR**  
POSITION DESCRIPTION (CONTINUED)

**Abilities**

- Possess good interagency coordination skills; work well with technical experts, local officials, and other organizations; and
- Meet the moderate physical fitness requirement.

**Training Requirements**

- Complete Intermediate ICS training;
- Complete Operations Section functional training; and
- Complete OSHA HazMat First Responder Awareness training.

## **DMAT STAFF NURSE UNIT LEADER**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Staff Nurse Unit Leader provides required nursing care to those who are injured or have become ill due to a disaster or major emergency. The Staff Nurse Unit Leader reports directly to the Nursing Division Supervisor.

#### **Description of Duties**

- Provides emergency treatment to disaster victims;
- Prepares and reviews patient records;
- Observes and records patient's condition and assesses nursing care needs;
- Provides comprehensive nursing care to patients based on their physical, mental, and emotional needs;
- Administers medications and treatments authorized by physicians;
- Records information on patients' chart and maintains accurate records of intake and output;
- Assists in the performance of tests, examinations, and treatments; and
- Directs the work of aides, technicians, and licensed practical nurses.

#### **Knowledge**

- Bachelor of Nursing degree;
- Valid and unrestricted State licensure to practice nursing;
- Working knowledge of Universal Precautions; and
- Working knowledge of supervisory practices.

#### **Skills**

- Two years or professional nursing experience; and
- Manage subordinates in stressful work environments.

#### **Ability**

- Meet the moderate physical fitness requirement.

#### **Training Requirements**

- Complete Basic ICS training;
- Complete Operations Section functional training; and
- Complete OSHA HazMat First Responder Awareness training.

## **DMAT PRACTICAL NURSE**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Practical Nurse provides technical nursing care as a licensed practical nurse or vocational nurse. The Practical Nurse reports directly to the Staff Nurse Unit Leader.

#### **Description of Duties**

- Provides direct supportive nursing care to patients who have been injured or have become ill as a result of a disaster or where already on medical treatment before the disaster;
- Observes and records patient conditions, including vital signs and ascertains whether or not the patient is bleeding, in shock, or appears to have a broken bone and takes appropriate first aid measures;
- Responds to emergency situations such as cardiopulmonary arrest. Recognizes the need for emergency measures and calls for professional assistance;
- Performs or assists in a range of treatment procedures including application and changing of dressings; monitors intravenous fluids; inserts urethral catheters and nasogastric tubes. Sets up and operates any special equipment needed with these procedures;
- Prepares and administers medications (i.e., oral, topical, subcutaneous, and intramuscular) to patients who are on prescribed medical treatment;
- Supervises and assists in patient transport when necessary;
- Provides for emotional support, physical comfort, and safety of patients; and
- Participates in patient care planning as a member of the nursing team.

#### **Knowledge**

- Valid and unrestricted State licensure as a practical nurse; and
- Working knowledge of Universal Precautions.

#### **Skill**

- One and one-half years of experience in practical nursing care.

#### **Ability**

- Meet the moderate physical fitness requirement.

#### **Training Requirements**

- Complete Basic ICS training;
- Complete Operations Section functional training; and
- Complete OSHA HazMat First Responder Awareness training.



## **II. DISASTER MEDICAL ASSISTANCE TEAM**

### **D. POSITION DESCRIPTIONS**

#### **3. Planning**

Position descriptions have been developed for the following positions:

- Planning Section Chief.

## **DMAT PLANNING SECTION CHIEF**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Planning Section Chief is responsible for the assessment, planning, operational tracking, information analysis, and documentation activities for the DMAT during the activation, deployment, and return from a mission. The Planning Section Chief reports directly to the DMAT Leader.

#### **Description of Duties**

- In conjunction with the MST, coordinates and manages the Team planning process;
- Collects, assimilates, analyzes, and processes information needed for making effective decisions to update and/or change action planning;
- Completes the Functional Action Plan form for the MST/DMAT overall planning process;
- Facilitates and/or participates in planning meetings and briefings as requested by the DMAT Leader;
- Develops cumulative resource requirements for the mission based on input from the Section Chiefs;
- Advises and assists the DMAT Leader in evaluating the situation, setting tactical goals and objectives for inclusion in the MST Action Plan;
- Participates in planning and executing all Team movement from activation to return to home base;
- Ensures that organizational and operational charts and maps are posted and distributed as needed;
- Determines the Section's staffing and logistical needs and requests additional resources as necessary;
- Maintains and collects all Team planning records for forwarding to appropriate locations to include: the DMAT Action Plan, chronological logs, and unit activity logs; and
- Ensures that disaster mobilization and transportation plans for the Team are prepared and up-to-date.
- Provides situation updates to the DMAT Leader and maintains records and reports of Planning Section activity;
- Identifies deficiencies and implements corrective actions as needed within the Section;
- Receives briefings and situations reports and ensures all Planning Section personnel are kept informed of mission objectives and status changes;

## **DMAT PLANNING SECTION CHIEF**

### **POSITION DESCRIPTION (CONTINUED)**

#### **Description of Duties (Continued)**

- Develops and implements the DMAT Demobilization Plan in conjunction with the MST Demobilization Plan; and
- Coordinates the development of the After Action Review (AAR) process.

#### **Knowledge**

- Extensive knowledge of other disaster response organizations with HHS agreements;
- Extensive knowledge of other disaster response organizations, (i.e., ARC, NGOs, etc.);
- Extensive knowledge of the hazards associated with various disaster environments;
- Comprehensive knowledge of ICS;
- Comprehensive knowledge of OEP and MST standard operating procedures;
- Comprehensive knowledge of the functional and overall role of the action planning process; and
- Comprehensive knowledge of personnel management and supervision.

#### **Skills**

- Ability in technical writing, HHS terminology, data collection, documentation procedures, and information analysis of emergency/disaster operations;
- Provide oral briefings; and
- Manage subordinates in stressful work environments.

#### **Abilities**

- Proficient with information systems to include but not limited to computers, application software (i.e., word processing, spreadsheet, presentation, and database software), and computer peripherals;
- Analyze complex and technical information and synthesize it into simple user-friendly charts, graphs, and reports;
- Possess good interagency coordination skills; work well with technical experts, local officials, and other organizations;
- Capable of effectively coordinating and directing Team interaction during mission assignment; and
- Meet the light physical fitness requirement.

**DMAT PLANNING SECTION CHIEF**  
POSITION DESCRIPTION (CONTINUED)

**Training Requirements**

- Complete Advanced ICS training;
- Complete Command and General Staff functional training; and
- Complete Planning Section functional training.

## **II. DISASTER MEDICAL ASSISTANCE TEAM**

### **D. POSITION DESCRIPTIONS**

#### **4. Logistics**

Position descriptions have been developed for the following positions:

- Logistics Section Chief;
- Supply Unit Leader;
- Facilities Unit Leader;
- Equipment Specialist;
- Communications Unit Leader;
- Telecommunications Unit Leader; and
- Pharmacy Supply Unit Leader.

## **DMAT LOGISTICS SECTION CHIEF**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Logistics Section Chief plans, directs, controls, and manages equipment and supply operations for the DMAT following activation, during deployment, and return to home base. The Logistics Section Chief reports directly to the DMAT Leader.

#### **Description of Duties**

- Manages the activities of the Section;
- Implements and manages an efficient supply management program to fill the immediate needs of the DMAT en-route to and at the site of a disaster;
- Provides overall guidance, supervision, and direction of procurement activities;
- Supervises subordinates;
- During mobilization, supervises loading and transportation of the DMAT equipment cache;
- Determines Section's staffing and logistical needs and requests additional resources as necessary;
- In conjunction with the MST, determines an acceptable DMAT BoO and equipment cache storage site upon arrival and plans the physical layout to facilitate proper DMAT operations;
- Ensures the setup of the DMAT equipment cache and supervises the issuance of supplies and equipment;
- Reviews and analyzes requests for DMAT supplies and equipment;
- Establishes ordering procedures in consultation with the Administrative/Finance Section Chief and the MST Logistics Section Chief;
- Identifies deficiencies and implements corrective actions as needed within the Section;
- Investigates and submits documentation and reports on lost or destroyed property to the Administrative/Finance Section Chief for the purpose of accountability and replacement;
- Maintains the level of supplies and equipment necessary to accomplish the Team mission at all times during the deployment;
- Develops transportation resources and coordinates transportation schedules to ensure a sufficient number of vehicles are available for transport to the assigned location as well as while on-site;

## **DMAT LOGISTICS SECTION CHIEF**

### **POSITION DESCRIPTION (CONTINUED)**

#### **Description of Duties (Continued)**

- Implements and maintains an up-to-date computerized logistical tracking system to maintain an accountability of supplies and equipment expended and distributed from the cache;
- Coordinates air transportation of the DMAT equipment cache with military and civilian transport officials;
- Receives briefings and SITREPs and ensures that all Logistics Section personnel are kept informed of mission objectives and status changes;
- Provides situation updates to the DMAT Leader and maintains records and reports of Logistics Section activity; and
- Prepares performance evaluations for assigned personnel.

#### **Knowledge**

- Extensive knowledge of other disaster response organizations with HHS agreements;
- Extensive knowledge of other disaster response organizations, (i.e., ARC, NGOs, etc.);
- Extensive knowledge of disaster medical supply operations;
- Extensive knowledge of the hazards associated with various disaster environments;
- Comprehensive knowledge of ICS;
- Comprehensive knowledge of OEP and MST standard operating procedures;
- Comprehensive knowledge of personnel management and supervision;
- Comprehensive knowledge of the functional and overall role of the action planning process;
- Comprehensive knowledge of equipment inventory and tracking procedures;
- Comprehensive knowledge of Federal financial policies, practices, and procedures, including acquisition practices;
- Comprehensive knowledge of the DMAT equipment cache, military and civilian air cargo regulations, equipment fuel requirements, and the environmental limitations of sensitive equipment and supplies; and
- Comprehensive knowledge of the duties of a Shipper of Dangerous Goods as directed in the CFR 49, AFJAM 24-204 International Air Transport Association (IATA).

**DMAT LOGISTICS SECTION CHIEF**  
POSITION DESCRIPTION (CONTINUED)

**Skills**

- Five years experience in medical logistics; and
- Manage subordinates in stressful work environments.

**Abilities**

- Possess good interagency coordination skills; work well with technical experts, local officials, and other organizations;
- Effect repair of various types of equipment while in the field setting;
- Capable of effectively coordinating and directing Team interaction during mission assignment; and
- Meet the arduous physical fitness requirement.

**Training Requirements**

- Complete Advanced ICS training;
- Complete Command and General Staff functional training; and
- Complete Logistics Section functional training.



## **DMAT SUPPLY UNIT LEADER**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Supply Unit Leader assists the Logistics Section Chief in the packing, transportation, setup, operation, and accountability of the DMAT equipment cache and all Team supply issues. The Supply Unit Leader reports directly to the Logistics Section Chief.

#### **Description of Duties**

- Oversees the supply function;
- Assists with loading and unloading of the DMAT equipment cache according to load plan;
- Sets up equipment as necessary for Team operations and DMAT BoO;
- Identifies the appropriate source of supply and carries out the acquisition process as determined by the Logistics Section Chief and the MST;
- Contacts Team personnel to determine the status of supplies and immediate needs to sustain acceptable level of effectiveness. Notes shortages and determines why they exist;
- Reports status of stock levels and shortages to the Logistic Section Chief on a regular basis along with recommendations for corrective action. Recommends possible substitutions;
- Orders and receives equipment and supplies to meet anticipated needs in coordination with the MST;
- Distributes supplies and equipment, as requested;
- Assures that equipment and supplies are safely secured and maintained in an acceptable state of readiness for immediate distribution and use;
- Prepares detailed status reports for the Logistics Section Chief; and
- Assists with inventory and maintenance of Team equipment and supplies.

**DMAT SUPPLY UNIT LEADER**  
POSITION DESCRIPTION (CONTINUED)

**Knowledge**

- Working knowledge of supervisory practices;
- Extensive knowledge of disaster medical supply operations;
- Extensive knowledge of equipment inventory and tracking procedures;
- Extensive knowledge of Federal financial policies, practices, and procedures, including acquisition practices;
- Comprehensive knowledge of the DMAT equipment cache, military and civilian air cargo regulations, equipment fuel requirements, and the environmental limitations of sensitive equipment and supplies; and
- Comprehensive knowledge of the duties of a Shipper of Dangerous Goods as directed in the CFR 49, AFJAM 24-204 IATA.

**Skills**

- Five years experience in medical logistics; and
- Manage subordinates in stressful work environments.

**Abilities**

- Possess good interagency coordination skills; work well with technical experts, local officials, and other organizations;
- Effect repair of various types of equipment while in the field setting; and
- Meet the arduous physical fitness requirement.

**Training Requirements**

- Complete Basic ICS training; and
- Complete Logistics Section functional training.

## **DMAT FACILITIES UNIT LEADER**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Facilities Unit Leader provides facility setup and management services for the DMAT while on-site. The Facilities Unit Leader reports directly to the Logistics Section Chief.

#### **Description of Duties**

- Oversees the facilities function;
- Supervises the position of Equipment Specialist(s);
- In coordination with the MST and the Logistics Section Chief, obtains necessary space for DMAT operations;
- Provides facility maintenance services as needed;
- Sets up and ensures all facilities, services, and equipment are properly functioning;
- Assists with loading and unloading of the DMAT equipment cache;
- Assists with the setup of the DMAT BoO and equipment cache;
- Prepares detailed status reports for the Logistics Section Chief; and
- Prepares performance evaluations for assigned personnel.

#### **Knowledge**

- Working knowledge of supervisory practices;
- Extensive knowledge of disaster medical supply operations;
- Extensive knowledge of Federal financial policies, practices, and procedures, including acquisition practices;
- Comprehensive knowledge of equipment inventory and tracking procedures;
- Comprehensive knowledge of the DMAT equipment cache, military and civilian air cargo regulations, equipment fuel requirements, and the environmental limitations of sensitive equipment and supplies; and
- Comprehensive knowledge of the duties of a Shipper of Dangerous Goods as directed in the CFR 49, AFJAM 24-204 IATA.

#### **Skills**

- Five years experience in medical logistics; and
- Manage subordinates in stressful work environments.

**DMAT FACILITIES UNIT LEADER**  
POSITION DESCRIPTION (CONTINUED)

**Abilities**

- Possess good interagency coordination skills; work well with technical experts, local officials, and other organizations;
- Effect repair of various types of equipment while in the field setting; and
- Meet the arduous physical fitness requirement.

**Training Requirements**

- Complete Basic ICS training;
- Complete ICS Base Manager course; and
- Complete Logistics Section functional training.

## **DMAT EQUIPMENT SPECIALIST**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Equipment Specialist sets up, operates, and maintains powered equipment; packs equipment; and operates motor vehicles. The Equipment Specialist reports directly to the Facilities Unit Leader.

#### **Description of Duties**

- Maintains generators, lighting, and other Team equipment;
- Assures powered equipment remains in serviceable operating condition by:
  - Performing normal maintenance checks (i.e., tires, fuel, oil, water, belts, fans, etc.);
  - Inspecting equipment and performing preventive maintenance as required; and
  - Performing minor repairs on equipment and medical devices as required and performing operational tests and inspections.
- Sets-up and operates powered equipment;
- Performs troubleshooting duties to correct minor problems or malfunctions;
- Takes initial steps to secure immediate replacement in cases of major problems;
- Packs necessary equipment for the DMAT during a disaster. Selects the method and technique for packing, packing devices, and material to be used on the basis of item's size, type, weight, shape, fragility, mode of transportation, and destination;
- Packs commodities, such as medical, surgical, dental, and laboratory supplies and equipment, including instruments and furnishings of various size, weight, and shape requiring a number of packing and crating methods. This includes pharmaceuticals, drugs, biologicals, chemicals, reagents, and other items requiring special handling and great care in the selection of packaging methods and materials;
- Drives, as necessary, medium size trucks, light vehicles, and warehouse equipment, assuming vehicle operator duties and responsibilities when driving; and
- Obtains appropriate information on maintenance contracts.

#### **Knowledge**

- Comprehensive knowledge of the operations of motor vehicles and other Team power equipment.

**DMAT EQUIPMENT SPECIALIST**  
POSITION DESCRIPTION (CONTINUED)

**Skill**

- Maintenance and minor repair of a variety of equipment, (i.e., powered generators, medical equipment and devices, electrical devices, etc.)

**Abilities**

- Effect repair of various types of equipment while in the field setting; and
- Meet the arduous physical fitness requirement.

**Training Requirements**

- Complete Basic ICS training;
- Complete ICS Base Manager course; and
- Complete Logistics Section functional training.

## **DMAT COMMUNICATIONS UNIT LEADER**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Communications Unit Leader is responsible for the setup and management of the communications system for the DMAT during incident operations and develops the Team Communications Plan. The Communications Unit Leader reports directly to the Logistics Section Chief.

#### **Description of Duties**

- Oversees the communications function;
- Supervises subordinates;
- Assesses overall communications needs and develops the DMAT Communications Plan in conjunction with the MST Communications Unit Leader;
- Obtains radio frequencies, sets-up, operates, and maintains the DMAT communications system during incident operations;
- Coordinates communications with appropriate entities, such as MST, local EMS, Medical Examiner/Coroner, etc., through the MST;
- Ensures accountability, maintenance, and minor repairs of all issued communications equipment;
- Establishes and posts contact information for incident operations (i.e., MST telephone numbers, pagers, radio designations, etc.);
- Monitors all DMAT communications and maintains logs of incoming and outgoing messages; and
- Prepares performance evaluations for assigned personnel.

#### **Knowledge**

- Possess one of the following:
  - General radio telephone operator's license or industry certification equivalent;
  - Amateur radio license technician class or higher; and
  - Military experience equivalent.
- Working knowledge of supervisory practices;
- Extensive knowledge of current automation and telecommunications theory, principles, concepts, practices, procedures, standards and operational requirements;
- Extensive knowledge of incident communications planning and frequency management;
- Extensive knowledge of amateur radio skills and operations, land mobile radio, telephone and satellite systems;

**DMAT COMMUNICATIONS UNIT LEADER**  
**POSITION DESCRIPTION (CONTINUED)**

**Knowledge (Continued)**

- Extensive knowledge of radio protocols and operational discipline;
- Extensive knowledge of communications equipment and related application programs; automated control and network management systems; transmission media; and the relationship among component parts of telecommunications systems;
- Comprehensive knowledge of basic electronics theory, concepts, and principles; and
- Comprehensive knowledge of the parameters of DMAT communications equipment including:
  - Equipment and related applications programs;
  - Installation;
  - Operation;
  - Power requirements;
  - Frequency programming; and
  - Field troubleshooting.

**Skills**

- Apply and utilize specialized communications methods and analytical techniques;
- Conduct and assess radio traffic analysis;
- Manage a radio frequency spectrum;
- Acquire and provide data transmission;
- Program communications equipment; and
- Manage subordinates in stressful work environments.



**DMAT COMMUNICATIONS UNIT LEADER**  
**POSITION DESCRIPTION (CONTINUED)**

**Abilities**

- Identify and direct or coordinate the actions required to provide needed services on the disaster site;
- Anticipate and plan for Team communications needs;
- Instruct Team members in the correct use of communications equipment while working in a disaster environment;
- Work at heights to place antennas, repeaters, etc.;
- Possess good interagency coordination skills; work well with technical experts, local officials, and other organizations; and
- Meet the arduous physical fitness requirement.

**Training Requirements**

- Complete Basic ICS training; and
- Complete Logistics Section functional training.

## **DMAT TELECOMMUNICATIONS SPECIALIST**

### **POSITIONS DESCRIPTION**

#### **Functional Description**

The Telecommunications Specialist assists in the setup and management of the communications system for the DMAT. The Telecommunications Specialist reports directly to the Communications Unit Leader.

#### **Description of Duties**

- Sets up, operates, and maintains the VMAT communications system during incident operations;
- Ensures accountability, maintenance, and minor repairs of all issued communications equipment;
- Establishes and posts contact information for incident operations (i.e., MST telephone numbers, pagers, radio designations, etc.); and
- Monitors all VMAT communications and maintains logs of incoming and outgoing messages.

#### **Knowledge**

- Possess one of the following:
  - General radio telephone operator's license or industry certification equivalent;
  - Amateur radio license technician class or higher; and
  - Military experience equivalent.
- Extensive knowledge of current automation and telecommunications theory, principles, concepts, practices, procedures, standards and operational requirements;
- Extensive knowledge of communications equipment and related application programs; automated control and network management systems; transmission media; and the relationship among component parts of telecommunications systems;
- Extensive knowledge of incident communications planning and frequency management;
- Extensive knowledge of amateur radio skills and operations, land mobile radio, telephone and satellite systems;

## **DMAT TELECOMMUNICATIONS SPECIALIST**

### **POSITIONS DESCRIPTION (CONTINUED)**

#### **Knowledge (Continued)**

- Extensive knowledge of radio protocols and operational discipline;
- Extensive knowledge of the parameters of DMAT communications equipment including:
  - Equipment and related applications programs;
  - Installation;
  - Operation;
  - Power requirements;
  - Frequency programming; and
  - Field troubleshooting.
- Comprehensive knowledge of basic electronics theory, concepts, and principles.

#### **Skills**

- Apply and utilize specialized communications methods and analytical techniques;
- Conduct and assess radio traffic analysis;
- Manage a radio frequency spectrum;
- Acquire and provide data transmission; and
- Program communications equipment.

#### **Abilities**

- Identify and direct or coordinate the actions required to provide needed services on the disaster site;
- Anticipate and plan for Team communications needs;
- Instruct Team members in the correct use of communications equipment while working in a disaster environment;
- Work at heights to place antennas, repeaters, etc.;
- Possess good interagency coordination skills; work well with technical experts, local officials, and other organizations; and
- Meet the arduous physical fitness requirement.

#### **Training Requirements**

- Complete Basic ICS training; and
- Complete Logistics Section functional training.

## **DMAT PHARMACY SUPPLY UNIT LEADER**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Pharmacy Supply Unit Leader is responsible for maintaining sufficient supplies and quality control of drug and solution stocks. The Pharmacy Supply Unit Leader reports directly to the Logistics Section Chief.

#### **Description of Duties**

- Maintains drug and solution stocks;
- Assures that solutions are maintained in accordance with sterile procedures;
- Visually checks containers and bottles of drug solutions to ascertain that they are clear and do not contain foreign particles. Removes contaminated substances from the inventory;
- In conjunction with the Supply Unit Leader, orders, receives, and maintains adequate stocks of pharmaceutical supplies;
- As necessary, provides information concerning the availability of pharmaceuticals, dosages available, etc., compiles drug information, and maintains appropriate references;
- Maintains an inventory system of available pharmaceuticals;
- Packages and labels all products including those with complex chemical properties;
- Stores pharmaceuticals for distribution during the mission;
- Checks stocks for expiration dates and rotates stocks as required avoiding expiration dates;
- Inventories and records pharmaceutical stocks and recognizes consumption and supply levels;
- Assures correct labeling of drug stocks and solutions;
- Refers any mislabeling or errors to the Logistics Section Chief;
- Maintains a system for the security of controlled drug supplies, even under adverse conditions;
- Provides pharmaceutical stocks to the Clinical Pharmacy Unit Leader as requested;
- Identifies shortages in the inventory and brings any to the attention of the Logistics Section Chief;
- Packs and loads pharmaceutical materials while assuring sterile conditions are maintained; and
- Keeps accurate record of materials taken from the inventory.

**DMAT PHARMACY SUPPLY UNIT LEADER**  
POSITION DESCRIPTION (CONTINUED)

**Knowledge**

- Certification as a pharmacy technician from an U.S.-accredited training program;
- Working knowledge of supervisory practices; and
- Extensive knowledge of the DMAT Pharmacy Basic Load.

**Skills**

- One year of professional pharmacy experience on a regular basis; and
- Manage subordinates in stressful work environments.

**Ability**

- Meet the moderate physical fitness requirement.

**Training Requirements**

- Complete Basic ICS training; and
- Complete Logistics Section functional training.

## **II. DISASTER MEDICAL ASSISTANCE TEAM**

### **D. POSITION DESCRIPTIONS**

#### **5. Administrative/Finance**

Position descriptions have been developed for the following positions:

- Administrative/Finance Section Chief;
- Administrative Specialist; and
- Medical Records Unit Leader.

## **DMAT ADMINISTRATIVE/FINANCE SECTION CHIEF**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Administrative/Finance Section Chief provides all administrative and financial functions for the operation of the Team while on a deployment. The Administrative/Finance Section Chief reports directly to the DMAT Leader.

#### **Description of Duties**

- Manages the activities of the Section;
- Supervises subordinates;
- Ensures that the DMAT organization and operations conform to NDMS guidelines;
- Maintains a document control system that facilitates ease of transition from active disaster files to archived files;
- Maintains personnel records for deployed Team members;
- Controls all medical information releases after approval of DMAT Leader;
- Identifies deficiencies and implements corrective actions as needed within the Administrative/Finance Section;
- Handles all deployment and billeting arrangements in conjunction with the MST;
- Provides procurement oversight and coordination with the Logistics Section Chief in obtaining needed external logistic support;
- In conjunction with the MST, reviews and advises staff on procurement requests received from the Logistics Section;
- Receives briefings and SITREPs and ensures that all Administrative/Finance Section personnel are kept informed of mission objectives and status changes;
- Determines Section's staffing and logistical needs and requests additional resources as necessary;
- Provides situation updates to the DMAT Leader and maintains records and reports of Administrative/Finance Section activity;
- Maintains all deployment procedures, travel manifests, time cards, and expense records while on a mission; and
- Prepares performance evaluations for assigned personnel.

#### **Knowledge**

- Extensive knowledge of other disaster response organizations with HHS agreements;
- Extensive knowledge of other disaster response organizations, (i.e., ARC, NGOs, etc.);
- Extensive knowledge of business management, bookkeeping, etc.;

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**DMAT ADMINISTRATIVE/FINANCE SECTION CHIEF**  
**POSITION DESCRIPTION (CONTINUED)**

**Knowledge (Continued)**

- Extensive knowledge of the hazards associated with various disaster environments;
- Comprehensive knowledge of ICS;
- Comprehensive knowledge of the functional and overall role of the action planning process;
- Comprehensive knowledge of OEP and MST standard operating procedures;
- Comprehensive knowledge of personnel management and supervision;
- Comprehensive knowledge of NDMS financial accounting systems; and
- Comprehensive knowledge of NDMS personnel policies.

**Skills**

- Ability in technical writing, HHS terminology, data collection, documentation procedures, and information analysis of emergency/disaster operations; and
- Manage subordinates in stressful work environments.

**Abilities**

- Proficient with information systems to include, but not limited to, computers, application software (i.e. word processing, spreadsheet, presentation, and data base software), and computer peripherals;
- Analyze complex and technical information and synthesize it into simple user-friendly charts, graphs, and reports;
- Possess good interagency coordination skills; work well with technical experts, local officials, and other organizations;
- Implement and operate a financial tracking system to monitor Team expenses during deployments;
- Effectively coordinate and direct Team interaction during mission assignment; and
- Meet the light physical fitness requirement.

**Training Requirements**

- Complete Advanced ICS training;
- Complete Command and General Staff functional training; and
- Complete Administrative/Finance Section functional training.



## **DMAT ADMINISTRATIVE SPECIALIST**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Administrative Specialist provides a variety of management and office services for the DMAT. The Administrative Specialist reports directly to the Administrative/Finance Section Chief.

#### **Description of Duties**

- Performs work assignments necessary to provide, obtain, and/or negotiate administrative and office services for the DMAT;
- Maintains Duty Officer schedule during actual mobilization resulting from disaster or emergency;
- Documents by written, visual, and audio means, the activities of the DMAT for the purposes of on-site and post-incident after action reporting and historic documentation;
- Prepares recurring and special one-time reports regarding Team activities;
- Performs special financial operations projects; and
- Assists the Administrative/Finance Section Chief in resolving materials, supplies and equipment issues, and obtaining needed external logistic support.

#### **Knowledge**

- Extensive knowledge of business management, bookkeeping, etc.;
- Extensive knowledge of financial accounting systems; and
- Extensive knowledge of NDMS personnel policies.

#### **Skills**

- Ability in technical writing, OEP terminology, data collection, documentation procedures, and information analysis of emergency/disaster operations; and
- Ability in the operation and use of various visual media equipment.

**DMAT ADMINISTRATIVE SPECIALIST**  
POSITION DESCRIPTION (CONTINUED)

**Abilities**

- Proficient with information systems to include but not limited to computers, application software (i.e. word processing, spreadsheet, presentation, and data base software), and computer peripherals;
- Analyze complex and technical information and synthesize into simple user-friendly charts, graphs, and reports;
- Operate a financial tracking system to monitor Team expenses during deployments; and
- Meet the light physical fitness requirement.

**Training Requirements**

- Complete Basic ICS training; and
- Complete Administrative/Finance Section functional training.

## **DMAT MEDICAL RECORDS UNIT LEADER**

### **POSITION DESCRIPTION**

#### **Functional Description**

The Medical Records Unit Leader is responsible for collecting and maintaining a variety of medical records and data during the deployment. The Medical Records Unit Leader reports directly to the Administrative/Finance Section Chief.

#### **Description of Duties**

- Logs patients into DMAT facility. Assigns patient numbers in logical sequence in accordance with protocols and by appropriate medical code;
- Obtains and records a variety of pertinent identifying data;
- Develops and maintains a medical record for each patient admitted to the DMAT facility;
- Obtains record of consent for medical tests or treatment;
- Analyzes and codes pending medical procedures using the most accurate code to describe the medical procedure;
- Assists nursing staff in maintaining adequate patient records;
- Checks medical records for completeness, consistency, and compliance with medical record keeping standards. Addresses deficiencies with Medical Division Supervisor or Nursing Division Supervisor;
- Retrieves data from records for professional staff and makes simple tabulations according to standard protocols;
- Prepares correspondence and summaries of medical records in response to a wide variety of requests for information;
- In conjunction with the Administrative/Finance Section Chief, determines what information may be released to authorized individuals;
- Searches and abstracts old and current records to establish continuity of patient's history;
- Maintains personnel data on deployed Team members;
- Logs patients out of DMAT facility while recording pertinent diagnostic and transportation information;
- Maintains and ensures confidentiality of all records; and
- Forwards all records to appropriate NDMS official at conclusion of mission.

**DMAT MEDICAL RECORDS UNIT LEADER**  
POSITION DESCRIPTION (CONTINUED)

**Knowledge**

- Working knowledge of supervisory practices.

**Skills**

- One year of specialized experience within the occupation directly related to the DMAT position; and
- Manage subordinates in stressful work environments.

**Ability**

- Meet the light physical fitness requirement.

**Training Requirements**

- Complete Basic ICS training; and
- Complete Administrative/Finance Section functional training.

## **II. DISASTER MEDICAL ASSISTANCE TEAM**

### **E. OPERATIONAL CHECKLISTS**

The following checklists represent general operating procedures for members of a DMAT while on mission assignment. The General Operational Checklists contain common actions that must be accomplished at each stage of the deployment by all positions. Some positions in the Operational Checklists section have no items in the Upon Activation stage because there are no additional items outside of those listed in the General Operational Checklist. The DMAT Leader may require additional actions of team members depending on the nature and magnitude of the assignment.

The list is intended to be a general summary of actions. It should be understood that:

- Some required actions may not be listed, but must be identified and assumed by this position;
- Some actions may be the primary responsibility of another Team position, but may require assistance and coordination from this position; and
- The actions are listed in a general chronological order, but deviation may be required to meet incident objectives.

## II. DISASTER MEDICAL ASSISTANCE TEAM

### GENERAL OPERATIONAL CHECKLIST

The following are general items that pertain to all DMAT members.

#### Upon Activation

- [ ] Receive notification of selection and assignment from Team management;
- [ ] Establish communications with the appropriate supervisor;
- [ ] Monitor mission-related information from local sources such as internet, radio, and television;
- [ ] Participate in Team briefings and meetings as requested;
- [ ] Review the personal equipment checklist. Assess your personal gear readiness for the specific disaster area climate;
- [ ] Ensure that you have personal daypack, earplugs, and warm clothes for military flight, if required;
- [ ] Report to the assigned Assembly Point at the prescribed time;
- [ ] Complete check-in procedures to include medical screening, if possible;
- [ ] Ensure that you receive any appropriate issue of gear (i.e. radio, functional vest, etc.) pertinent to the position;
- [ ] Ensure that electronic equipment is turned off prior to boarding aircraft;
- [ ] Receive the Federal Oath of Office and complete Appointment Affidavits — Standard Form 61 or OF 306;
- [ ] Review the DMAT Field Operations Guide (FOG) for information pertinent to your position description, operational checklist, operational procedures, and safety procedures;
- [ ] Review disaster-related information as it becomes available;
- [ ] Take advantage of available travel time for rest prior to arrival; and
- [ ] Carry out assignments as directed.

## II. DISASTER MEDICAL ASSISTANCE TEAM

### GENERAL OPERATIONAL CHECKLIST (CONTINUED)

#### On-Site Operations

- [ ] Participate in the Team briefings and meetings as appropriate;
- [ ] Ensure your physical readiness through proper nutrition, water intake, rest, and stress management techniques;
- [ ] Ensure use of all safety practices and procedures;
- [ ] Ensure proper equipment needs are met and equipment is operational prior to each work period;
- [ ] Report any signs/symptoms of EISS, injury, fatigue, or illness in yourself or co-workers to your immediate supervisor;
- [ ] Brief your shift replacement fully on all ongoing operations when relieved at operational period rotations;
- [ ] Prepare and maintain records and reports, including Unit Logs, as appropriate; and
- [ ] Carry out assignments as directed.

#### Deactivation

- [ ] Participate in the Team briefings and meetings as requested;
- [ ] Prepare personal belongings for demobilization;
- [ ] Return all assigned equipment to appropriate location;
- [ ] Participate in Team EISS management and AAR activities;
- [ ] Submit comments to your supervisor for discussion at the AAR and possible inclusion in the After Action Report. Comments submitted should include a review of pertinent position descriptions, operational checklists, and procedures for recommended changes. They should also include but not be limited to noting Section accomplishments and issues; and
- [ ] Carry out assignments as directed.

## **II. DISASTER MEDICAL ASSISTANCE TEAM**

### **E. OPERATIONAL CHECKLISTS**

#### **1. Command Staff**

Mission operational checklists have been developed for the following positions on the DMAT:

- DMAT Leader;
- Deputy DMAT Leader;
- Safety Officer; and
- Chaplain.



**DMAT LEADER**  
**OPERATIONAL CHECKLIST**

**Upon Activation**

- [ ] Upon receipt of advisory or alert, confirm the notification and obtain instructions from OEP. Obtain 24-hour contact numbers;
- [ ] Collect as much data as can be obtained about the type, location, and time frame of the mission from OEP/EOC;
- [ ] Review the Team's mobilization guidelines and coordinate activities of the Team;
  - Assess Team readiness; and
  - Advise OEP/EOC of the ability to accept the mission or that the Team is accepting a State or local mission.
- [ ] Request Planning Section begin obtaining information on-site conditions, prevailing environmental issues, and necessary resource requirements from OEP/EOC, as available;
- [ ] Determine the specific personal gear required for disaster area climate and location;
- [ ] Brief Command and General Staff positions (i.e., Deputy DMAT Leader, Safety Officer, Chaplain and Section Chiefs) on:
  - Current situation status;
  - Schedule of events if activation occurs;
  - Mobilization timetable, if activation occurs;
  - Team selection; and
  - Appropriate personal gear and equipment required for the specific disaster area climate and location.
- [ ] Receive written activation notice from OEP/EOC;
- [ ] Select Team Command and General Staff personnel from Team roster;
- [ ] Advise State and local officials if appropriate;
- [ ] Assemble Team personnel at the home base/Assembly Point, if appropriate;
- [ ] Coordinate with Logistics Section Chief for all transportation needs during the mission;
- [ ] Ensure that assigned Section Chiefs are adequately briefed on and understand the following:
  - Individual, Section, and Team performance expectations; and
  - Methods for establishing and changing Team priorities.
- [ ] Resolve any issues with Team personnel deploying with medical concerns;
- [ ] Ensure family support mechanisms are in place and activated for deployed Team members;
- [ ] Ensure all personnel review applicable phases of the DMAT Operational Checklists;
- [ ] Discuss and coordinate anticipated logistical requirements (i.e., transportation, etc.) with the Section Chiefs prior to arrival at the MOB Center;

**DMAT LEADER**

**OPERATIONAL CHECKLIST (CONTINUED)**

**Upon Activation (Continued)**

- [ ] Ensure all deploying personnel have received the Federal Oath of Office and completed the Appointment Affidavits — Standard Form 61 or OF 306;
- [ ] If necessary, deploy an advance Team with the MST to assess an appropriate site for locating DMAT facilities; and
- [ ] Maintain ongoing communications with OEP/EOC until the MST is on-site and operational.

**On-Site Operations**

- [ ] Contact MST and receive an initial briefing to include:
  - Incident SITREP;
  - Team objectives and assignment;
  - Operational work periods;
  - Team support layout and requirements (DMAT BoO);
  - Communications procedures;
  - Team member medical treatment resources and evacuation procedures;
  - Procedures for requesting supplies and equipment; and
  - Local and site hazards and personal safety precautions.
- [ ] Ensure an initial full Team briefing to all personnel is conducted to include:
  - Team organizational structure;
  - Chain of command;
  - Latest event information;
  - Environmental conditions;
  - Media issues and procedures;
  - Safety and health issues;
  - Communications procedures;
  - NDMS Disaster Team Code of Conduct;
  - Operational work periods;
  - Team support layout and requirements;
  - Reporting requirements for SITREPs;
  - Team medical treatment and evacuation procedures;
  - Process for requesting supplies and equipment;
  - Local and site hazards and personal safety precautions; and
  - Other information provided by the Section Chiefs or Team specialists.
- [ ] Participate in planning and strategy sessions with local officials and the MST. Receive MST Action Plan;
- [ ] Ensure regular Team planning meetings are scheduled and conducted;

**DMAT LEADER**

**OPERATIONAL CHECKLIST (CONTINUED)**

**On-site Operations (Continued)**

- [ ] Identify local and MST reporting requirements:
  - To whom;
  - Type of information to be reported;
  - Reporting schedule; and
  - Means of reporting.
- [ ] Identify Team support requirements and resupply process with the MST:
  - Provisions (i.e., food, water, lodging, etc.);
  - Support personnel;
  - Local medical assistance; and
  - Transportation requirements.
- [ ] Ensure Section Chiefs develop a process to determine an overall operational assessment process that includes:
  - Functional requirements and immediate needs;
  - Work schedules for extended operations;
  - Rest and rotation periods for personnel; and
  - Adequacy of support facilities.
- [ ] Ensure regular SITREPs are forwarded to the MST Planning Section on accomplishments or conflicts. Identify the completion of assignments and availability of resources;
- [ ] Evaluate the capability of assigned resources to complete the assignment. Order additional resources if needed;
- [ ] Ensure that sufficient resources are assigned to assist with the unloading, sorting, and setup of the DMAT equipment cache and DMAT facilities;
- [ ] Ensure that all functional positions are conspicuously identified by vests;
- [ ] Monitor on-site coordination between the functions within the Team, other Teams, local officials, and the MST;
- [ ] Ensure that the Clinical Operations Section Chief, in conjunction with the MST, obtains a general health and medical situation assessment and locates available resources;
- [ ] Convey medical capabilities and limitations to local official(s) indicating the need for additional resources or specialized medical capabilities. Pertinent incident medical planning information should be passed on, through the chain of command, to State, Federal, and NDMS officials;
- [ ] Ensure that the Clinical Operations Section Chief liaisons with MST Medical Officer to define plausible medical support and communications with the local medical system;

## **DMAT LEADER**

### **OPERATIONAL CHECKLIST (CONTINUED)**

#### **On-site Operations (Continued)**

- [ ] Evaluate Team operational performance in meeting established objectives to include:
  - Effectiveness of overall Team operations;
  - Assessment of equipment shortages and needs;
  - Assurance of health and welfare needs of personnel including the need to drink fluids, eat food, and take rest periods;
  - Assessment of fatigue in personnel;
  - Assessment of signs of EISS in personnel; and
  - Adherence to established procedures.
- [ ] Conduct regular Team meetings and daily briefings. Identify:
  - Who should attend;
  - Schedule; and
  - Unique agenda items.
- [ ] Resolve any coordination, communications, and personnel problems within the Team;
- [ ] Ensure the development of a DMAT Demobilization Plan; and
- [ ] Prior to the receipt of the demobilization order, provide an estimate to the MST of the hours necessary for personnel and equipment clean-up/rehabilitation.

#### **Deactivation**

- [ ] Review the status of the current Team assignment and advise local official(s) and MST whether continued effort is necessary and advisable;
- [ ] Brief Command and General Staff concerning terminating mission and preparing to return to home base;
- [ ] Brief Team personnel on mission status, reassignment, and demobilization determinations;
- [ ] Ensure all Command and General Staff equipment is returned to the Logistics Section;
- [ ] Ensure that personnel are assigned to assist with the breakdown of the DMAT equipment cache and policing of the Area of Operations and the DMAT BoO;
- [ ] Ensure the return of DMAT BoO site to at least its original condition;

**DMAT LEADER**  
**OPERATIONAL CHECKLIST (CONTINUED)**

**Deactivation (Continued)**

- [ ] Ensure that all supplies and equipment are inventoried, returned to the cache, and prepared for movement;
- [ ] Ensure all expendable supply use and maintenance requirements of equipment is documented;
- [ ] Maintain contact with the MST and follow demobilization plan;
- [ ] Ensure that personnel are assigned to assist with the movement and loading of the DMAT equipment cache;
- [ ] Ensure transportation is arranged for moving the Team back to its home base;
- [ ] In conjunction with the MST, approve all Team media releases;
- [ ] Prepare Command Staff performance critique for the AAR process;
- [ ] Make arrangements for a mandatory Team AAR and EISS defusing session after the last operational period and/or DMAT BoO demobilization, but prior to arrival at the home base;
- [ ] Submit a financial accounting of the mission including all costs and reimbursement requests with related documentation to OEP within 45-days after return to the home base;
- [ ] Ensure all mission records, documentation, etc., are forwarded to OEP for archiving;
- [ ] Ensure follow up of Team EISS management activities are conducted;
- [ ] Complete performance evaluations for Command and General Staff personnel; and
- [ ] Prepare a formal Team After Action Report and forward to OEP, with copies to the sponsoring organization within 60-days after return from the mission.

## **DEPUTY DMAT LEADER**

### **OPERATIONAL CHECKLIST**

#### **Upon Activation**

- [ ] Assist the DMAT Leader in assessing Team readiness;
- [ ] Receive briefing from DMAT Leader; and
- [ ] Assist the DMAT Leader in briefing and mobilizing the Team members to the disaster site.

#### **On-Site Operations**

- [ ] Participate in all Team briefings;
- [ ] Assist DMAT Leader in managing all Team activities;
- [ ] Participate in strategy sessions with the DMAT Leader and the MST, when possible;
- [ ] Ensure regular status reports are forwarded to the MST Planning Section on accomplishments or conflicts. Identify the completion of assignments and availability of resources;
- [ ] Assist the DMAT Leader in monitoring on-site coordination between functions within the DMAT, other Teams, local officials, and the MST;
- [ ] Assist in evaluating Team operational performance in meeting established objectives to include:
  - Effectiveness of overall Team operations;
  - Assessment of equipment shortages and needs;
  - Assurance of health and welfare needs of personnel including the need to drink fluids, eat food, and take rest periods;
  - Assessment of fatigue in personnel;
  - Assessment of signs of EISS in personnel; and
  - Adherence to established procedures.
- [ ] Resolve any coordination, communications, and personnel problems within the Team; and
- [ ] Ensure the development of the DMAT Demobilization Plan.

#### **Deactivation**

- [ ] Participate in Team briefings;
- [ ] Maintain contact with the MST and follow the Demobilization Plan;
- [ ] Ensure that personnel are assigned to assist with the movement and loading of the DMAT equipment cache and policing of the Team Area of Operations and the DMAT BoO;
- [ ] Ensure transportation is arranged for moving the Team back to its home base;
- [ ] Assist the DMAT Leader in developing the Command Staff performance critique for the AAR process; and
- [ ] Assist the DMAT Leader in the completion of all AAR activities and reports.

**DMAT SAFETY OFFICER**  
**OPERATIONAL CHECKLIST**

**Upon Activation**

- [ ] Obtain site weather and environmental information from radio, TV, internet, etc., and begin to assess personal protection, clothing, and environmental needs of Team members;
- [ ] Make recommendations to DMAT Leader on personal and Team equipment to be taken based on potential mission assignment, location of event, environmental factors, etc;
- [ ] Participate in the initial Team planning meeting with DMAT Leader;
- [ ] Ensure a personnel accountability system is in place for the duration of the mission to maintain continuity of Team and conduct regular accountability checks;
- [ ] Review personal, Team, and specialized equipment checklist;
- [ ] Coordinate with the DMAT Leader concerning establishing proper reporting procedures for all illnesses and injuries during the deployment;
- [ ] Verify adequate Team medical evaluation of deploying members;
- [ ] Review Team mobilization plans for the specific incidents relating to safety;
- [ ] Evaluate safety considerations in all Team planning sessions;
- [ ] Ensure adequate medical coverage is provided to the Team during mobilization and deployment;
- [ ] Ensure safety procedures are appropriate for the type of transportation mode;
- [ ] Ensure proper nourishment and hydration for the Team while in transit to site;
- [ ] Ensure that appropriate Personal Protective Equipment (PPE) is used, especially hearing protection for military aircraft;
- [ ] Monitor the wellbeing of Team personnel during any delays during transit;
- [ ] Ensure personnel receive adequate time for rest and rehabilitation;
- [ ] Review safety considerations with the Team members;
- [ ] Monitor safety requirements while in transit; and
- [ ] Update preliminary safety plan to include environmental conditions.

**DMAT SAFETY OFFICER**  
**OPERATIONAL CHECKLIST (CONTINUED)**

**On-Site Operations**

- [ ] Observe personnel and equipment off-loading to identify safety hazards;
- [ ] Observe conditions at the MOB Center for safety issues;
- [ ] Ensure DMAT BoO and Area of Operations are as free of risk as possible (i.e., wires on ground, etc.). Flag or otherwise clearly mark hazards that cannot be removed;
- [ ] Ensure appropriate decontamination procedures are performed prior to personnel exiting from Area of Operations;
- [ ] Ensure an adequate emergency decontamination procedure is developed and available;
- [ ] Develop and implement Area of Operations(s) and BoO evacuation plans;
- [ ] Ensure that adequate fire protection is available in the DMAT BoO and in the Area of Operations;
- [ ] Ensure that location of generators, petroleum reserves, warming and cooking fires, etc, do not impact the wellbeing of the Team members (i.e., carbon monoxide, fumes, noise, electrical hazard, etc.);
- [ ] Monitor the BoO for safety considerations, including the location, feeding requirements, water, and sanitation;
- [ ] Ensure that complete climatic condition (i.e., heat index and wind chill factor, storms, winds, etc.) monitoring is performed. These factors must be included in each Team briefing and clothing/protection measures presented to the DMAT Leader as warranted;
- [ ] Provide input into the development of the DMAT Action Plan, including a daily safety message;
- [ ] Ensure that adequate lighting is provided to the DMAT BoO and the Area of Operations;
- [ ] Monitor Area of Operations to determine safe practices are being used such as:
  - Proper PPE;
  - Proper lifting techniques;
  - Escape routes identified and made safe;
  - Equipment used properly and in good working condition;
  - Ample consumption of water;
  - Proper communications within the chain of command; and
  - Appropriate temperature and noise levels.



**DMAT SAFETY OFFICER**

**OPERATIONAL CHECKLIST (CONTINUED)**

**On-Site Operations (Continued)**

- [ ] Ensure that injury and illness data is obtained and that appropriate Workman's Compensation forms are completed;
- [ ] Analyze injury and illness data to note any trends or areas of concern;
- [ ] Confer with the Section Chiefs to identify unsafe locations and hazards;
- [ ] Evaluate the assigned resources to complete the assignment; and
- [ ] Submit reports to the DMAT Leader.

**Deactivation**

- [ ] Ensure that necessary EISS management needs for Team members have been arranged;
- [ ] Ensure all DMAT facilities are disassembled and loaded in a safe manner;
- [ ] Ensure all records and reports are completed and submitted to the DMAT Leader; and
- [ ] Assist in the critique of the Command Staff performance.

**DMAT CHAPLAIN**  
**OPERATIONAL CHECKLIST**

**Upon Activation**

- ☐ Gather as much information as possible concerning the disaster and the potential resources necessary for the mission; and
- ☐ Participate in the initial Team planning meeting with DMAT Leader.

**On-Site Operations**

- ☐ Ensure availability to provide care and comfort to victims at or near the site;
- ☐ Provide last rites or equivalent services as required to victims at the disaster site or other appropriate site;
- ☐ Conduct religious services for Team and MST members as requested;
- ☐ Provide for spiritual care or comfort needs of Team and MST members as requested;
- ☐ Provide spiritual guidance sessions for victims and family members at the disaster site; and
- ☐ Liaison with the local area religious community to offer assistance if requested.

**Deactivation**

- ☐ Ensure all records are completed and submitted to the DMAT Leader; and
- ☐ Assist in the critique of the Command Staff performance.

## **II. DISASTER MEDICAL ASSISTANCE TEAM**

### **E. OPERATIONAL CHECKLISTS**

#### **2. Operations**

Mission operational checklists have been developed for the following positions on the DMAT:

- Clinical Operations Section Chief;
- Medical Division Supervisor;
- Physician Assistant Unit Leader;
- Dental Unit Leader;
- Mental Health Unit Leader;
- Health Technician Unit Leader;
- EMT-P Specialist;
- EMT-I Specialist;
- EMT-B Specialist;
- Ancillary Services Division Supervisor;
- Laboratory Technician Unit Leader;
- Therapist Unit Leader;
- Environmental Health Unit Leader;
- Dietary Unit Leader;
- Clinical Pharmacy Unit Leader;
- Pharmacy Technician;
- Nursing Division Supervisor;
- Staff Nurse Unit Leader; and
- Practical Nurse.

## **DMAT CLINICAL OPERATIONS SECTION CHIEF OPERATIONAL CHECKLIST**

### **Upon Activation**

- [ ] Participate in initial Team planning meeting with DMAT Leader;
- [ ] Address medical needs and requirements of Team based on information obtained on the incident;
- [ ] Select remainder of Operations Section personnel from Team roster and initiate contact;
- [ ] Meet with assigned personnel to determine if they are personally prepared and adequately equipped to perform their assignment;
- [ ] Ensure that assigned personnel are adequately briefed on and understand:
  - Individual and Team performance expectations;
  - Team problem-solving processes; and
  - Methods for establishing and changing Team priorities.
- [ ] In conjunction with the Logistics Section Chief, identify and initiate any outside logistical requirements necessary for the Team to deploy personnel and equipment; and
- [ ] Ensure appropriate medical coverage for any acute Team medical emergencies is maintained during mobilization and deployment.

### **On-Site Operations**

- [ ] Identify cache supplies and equipment that should receive priority for initial movement to the assigned area;
- [ ] Setup DMAT functions and provide systematic approach to patient care. Include sufficient space for triage, treatment, and transportation areas;
- [ ] Participate in briefing by MST and local officials to establish DMAT/local EMS liaison. Obtain pertinent medical and health information;
- [ ] Perform a general needs assessment and locate available resources. Convey any information to the DMAT Leader indicating the need for additional resources or specialized medical capabilities;
- [ ] Begin overall assessment process to determine:
  - Functional requirements and immediate needs;
  - Work schedules for extended operations;
  - Rest and rotation periods for Operations Section personnel; and
  - Adequacy of support facilities.

**DMAT CLINICAL OPERATIONS SECTION CHIEF**  
**OPERATIONAL CHECKLIST (CONTINUED)**

**On-site Operations (Continued)**

- [ ] Continually evaluate the Operations Section for effectiveness and modify as appropriate. This should include:
  - Appropriateness and effectiveness of medical care provided;
  - Adequate patient flow through treatment areas;
  - Adequate patient-tracking system to account for all patients treated;
  - Assessment of equipment shortages, needs, and implications to effectiveness;
  - Input to the DMAT Safety Officer to ensure that the health and welfare needs of Team members are addressed, including hydration, sanitation, and nutrition;
  - Assessment of fatigue in Team members;
  - Assessment of signs of EISS in Team members; and
  - Monitoring on-site coordination with other functions within the Team, other health care providers, and local EMS.
- [ ] Evaluate the capacity of assigned resources to complete the assignment;
- [ ] Liaison with MST Medical Officer. Define plausible medical support and communications with the local medical system. Include:
  - Means for medevac of an injured DMAT member in coordination with the MST; and
  - Issues related to death of a DMAT member (i.e., personal effects, transport, reports, Coroner's requirements etc).
- [ ] Resolve any coordination, communications, or personnel issues within the Operations Section;
- [ ] Provide the DMAT Leader with periodic progress reports that identify accomplishments or potential conflicts. Identify the availability of medical resources;
- [ ] Ensure the completion of all Medical Treatment Records and forward to Administrative/Finance Section;
- [ ] Participate in development of the DMAT Action Plan;
- [ ] Keep Logistics Section Chief apprised of supply deficiencies and/or equipment malfunctions; and
- [ ] Submit daily summary reports and appropriate forms to the Planning Section Chief.

**DMAT CLINICAL OPERATIONS SECTION CHIEF**

**OPERATIONAL CHECKLIST (CONTINUED)**

**Deactivation**

- [ ] Review the current status of the Section's operational readiness and personal fitness and provide the DMAT Leader with a recommendation on reassignment or demobilization;
- [ ] Provide input into the Demobilization Plan on length of time to clear patients and/or complete other operational activities;
- [ ] Ensure that all Operations Section equipment is returned to the Logistics Section;
- [ ] Notify the Logistics Section of any operational equipment loss and potential maintenance requirements of tools and equipment assigned to the Operations Section;
- [ ] Prepare the Operations Section performance critique for the AAR process;
- [ ] Ensure all Section documentation (i.e., patient records, reports, etc.) is completed and submitted to the Administrative/Finance Section Chief; and
- [ ] Ensure all Section performance evaluations are completed.

**DMAT MEDICAL DIVISION SUPERVISOR**  
**OPERATIONAL CHECKLIST**

**Upon Activation**

- [ ] Gather as much information as possible from local sources concerning the disaster and the potential mission of medical function;
- [ ] Setup and staff a Medical Check-In Station to fully assess the fitness of deploying Team personnel. Complete relevant documentation; and
- [ ] Resolve any issues with DMAT Leader concerning Team personnel deploying with medical concerns.

**On-Site Operations**

- [ ] Receive medical care site location from the Clinical Operations Section Chief;
- [ ] Establish liaison with MST Medical Officer;
- [ ] Setup the medical treatment area. Provide systematic approach to care, including sufficient space for triage and treatment area;
- [ ] Supervise triage of patients on entry;
- [ ] Assist in the diagnosis of patient injury or illness;
- [ ] Perform medical treatment as needed to care for patients;
- [ ] Ensure patient flow moves smoothly and adequately for space available;
- [ ] Maintain patient-tracking system to account for all patients treated by Team;
- [ ] Maintain accountability and security of patient records;
- [ ] Ensure patient disposition to other facilities, etc., is done systematically and with proper transfer of records; and
- [ ] Provide regular status reports to the Clinical Operations Section Chief on patient numbers, care provided, etc.

**Deactivation**

- [ ] Ensure all patient records are completed and submitted to the Clinical Operations Section Chief;
- [ ] Follow up on injured/ill Team members medical treatment as necessary; and
- [ ] Assist in the critique of the Operations Section performance.

## **DMAT PHYSICIAN ASSISTANT UNIT LEADER OPERATIONAL CHECKLIST**

### **Upon Activation**

- [ ] See General Operational Checklist.

### **On-Site Operations**

- [ ] Setup the medical treatment area. Provide systematic approach to care, including sufficient space for triage and treatment area;
- [ ] Perform medical evaluations, examinations, and treatment as needed. Assist Medical Division Supervisor in treatment of complex care patients;
- [ ] Ensure patient flow moves smoothly and adequately for space available;
- [ ] Maintain patient-tracking system to account for all patients treated by Team;
- [ ] Maintain accountability and security of patient records; and
- [ ] Assist in the disposition of patients to other facilities, etc.

### **Deactivation**

- [ ] Ensure all patient records are completed and submitted to the Medical Division Supervisor; and
- [ ] Assist in the critique of the Operations Section performance.



## **DMAT DENTAL UNIT LEADER**

### **OPERATIONAL CHECKLIST**

#### **Upon Activation**

- [ ] Gather as much information as possible from local sources concerning the disaster and the potential mission of medical Team.

#### **On-Site Operations**

- [ ] Receive dental care site location from the Medical Division Supervisor;
- [ ] Setup dental treatment area. Provide systematic approach to care, including sufficient space for patient treatment area;
- [ ] Perform dental treatment as needed to care for patients;
- [ ] Ensure patient flow moves smoothly and adequately for space available;
- [ ] Maintain patient-tracking system to account for all patients treated;
- [ ] Maintain accountability and security of patient records;
- [ ] Ensure patient disposition to other facilities, etc., is done systematically and with proper transfer of records; and
- [ ] Provide regular status reports to the Medical Division Supervisor on patient numbers, care provided, etc.

#### **Deactivation**

- [ ] Ensure all patient records are completed and submitted to the Medical Division Supervisor; and
- [ ] Assist in the critique of the Operations Section performance.

## **DMAT MENTAL HEALTH UNIT LEADER OPERATIONAL CHECKLIST**

### **Upon Activation**

- ☐ Gather as much information as possible from local sources concerning the disaster and the potential mission of medical Team.

### **On-Site Operations**

- ☐ Receive mental health care site location from the Medical Division Supervisor;
- ☐ Setup the mental health treatment area. Provide systematic approach to care, including sufficient space for patient treatment area;
- ☐ Maintain patient-tracking system to account for all patients treated by Mental Health Team;
- ☐ Liaison with local mental health officials to evaluate mental health facilities and services available to disaster victims, especially children;
- ☐ Identify assistance and support systems available within the Region or State to respond with assistance;
- ☐ Assist local mental health officials in treatment planning and other interventions;
- ☐ Provide counseling to disaster victims and NDMS members using appropriate intervention techniques;
- ☐ Maintain accountability and security of patient records;
- ☐ Ensure patient referral to other facilities, etc., is done systematically and with proper transfer of records; and
- ☐ Provide regular status reports to the Medical Division Supervisor on patient numbers, care provided, etc.

### **Deactivation**

- ☐ Ensure all patient records are completed and submitted to the Medical Division Supervisor;
- ☐ Assist in the critique of the Operations Section performance;
- ☐ Assist with the mandatory Team AAR and EISS defusing session after the last operational period and/or DMAT BoO demobilization, but prior to arrival at the home base; and
- ☐ Complete any outstanding EISS management issues for DMAT members.

## **DMAT HEALTH TECHNICIAN UNIT LEADER OPERATIONAL CHECKLIST**

### **Upon Activation**

- ☐ See General Operational Checklist.

### **On-Site Operations**

- ☐ Assist with the medical facility setup;
- ☐ Assist the Medical Division Supervisor and other medical personnel in the triage and treatment of patients;
- ☐ Maintain proper records of all medical care involvement;
- ☐ Provide regular status updates on work assignments to the Medical Division Supervisor; and
- ☐ Provide assignments and guidance to the Health Technicians.

### **Deactivation**

- ☐ Ensure all patient records are completed and submitted to the Medical Division Supervisor; and
- ☐ Assist in the critique of the Operations Section performance.

**DMAT EMT-P SPECIALIST**  
**OPERATIONAL CHECKLIST**

**Upon Activation**

- ☐ See General Operational Checklist.

**On-Site Operations**

- ☐ Receive assignment from the Health Technician Unit Leader;
- ☐ Assist with the medical facility setup;
- ☐ Assist the Health Technician Unit Leader and other medical staff personnel in the triage and treatment of patients;
- ☐ Maintain proper records of all medical care involvement; and
- ☐ Provide regular status updates on work assignments to the Health Technician Unit Leader.

**Deactivation**

- ☐ Ensure all patient records are completed and submitted to the Health Technician Unit Leader; and
- ☐ Assist in the critique of the Operations Section performance.

**DMAT EMT-I SPECIALIST**  
**OPERATIONAL CHECKLIST**

**Upon Activation**

- ☐ See General Operational Checklist.

**On-Site Operations**

- ☐ Receive assignment from the Health Technician Unit Leader;
- ☐ Assist with the medical facility setup;
- ☐ Assist the Health Technician Unit Leader and other medical staff personnel in the triage and treatment of patients;
- ☐ Maintain proper records of all medical care involvement; and
- ☐ Provide regular status updates on work assignments to the Health Technician Unit Leader.

**Deactivation**

- ☐ Ensure all patient records are completed and submitted to the Health Technician Unit Leader; and
- ☐ Assist in the critique of the Operations Section performance.

**DMAT EMT-B SPECIALIST**  
**OPERATIONAL CHECKLIST**

**Upon Activation**

- ☐ See General Operational Checklist.

**On-Site Operations**

- ☐ Receive assignment from the Health Technician Unit Leader;
- ☐ Assist with the medical facility setup;
- ☐ Assist the Health Technician Unit Leader and other medical staff personnel in the triage and basic care treatment of patients;
- ☐ Maintain proper records of all medical care involvement; and
- ☐ Provide regular status updates on work assignments to the Health Technician Unit Leader.

**Deactivation**

- ☐ Ensure all patient records are completed and submitted to the Health Technician Unit Leader; and
- ☐ Assist in the critique of the Operations Section performance.

**DMAT ANCILLARY SERVICES DIVISION SUPERVISOR**  
**OPERATIONAL CHECKLIST**

**Upon Activation**

- ☐ Gather as much information as possible from local sources concerning the disaster and the potential mission of the Medical Team.

**On-Site Operations**

- ☐ Establish liaison with MST Medical Officer;
- ☐ Liaison with Logistics Section Chief to provide adequate resources for clinical services;
- ☐ Provide system to forward lab tests and procedure results to Medical Division;
- ☐ Maintain accountability and security of lab tests and procedures; and
- ☐ Provide regular status reports to the Clinical Operations Section Chief on Division activities.

**Deactivation**

- ☐ Ensure all records are completed and submitted to the Clinical Operations Section Chief; and
- ☐ Assist in the critique of the Operations Section performance.

## **DMAT LABORATORY TECHNICIAN UNIT LEADER OPERATIONAL CHECKLIST**

### **Upon Activation**

- ☐ See General Operational Checklist.

### **On-Site Operations**

- ☐ Setup laboratory equipment in the medical treatment area as appropriate;
- ☐ Provide systematic approach to care;
- ☐ Draw blood samples and prepare them for laboratory tests;
- ☐ Perform simple laboratory tests as required to assist in patient diagnosis and care;
- ☐ Provide technical advice to the Medical Division personnel concerning the test analysis; and
- ☐ Maintain proper log of all laboratory work and document events related to individual tests.

### **Deactivation**

- ☐ Ensure all work logs are completed and submitted to the Ancillary Services Division Supervisor; and
- ☐ Assist in the critique of the Operations Section performance.



## **DMAT THERAPIST UNIT LEADER OPERATIONAL CHECKLIST**

### **Upon Activation**

- ☐ See General Operational Checklist

### **On-Site Operations**

- ☐ Setup appropriate equipment for specialty position;
- ☐ Provide systematic approach to position function;
- ☐ Provide continuous monitoring of equipment;
- ☐ Interpret results and findings and forward to Medical Division;
- ☐ Make recommendations to Medical Division personnel based on therapy results; and
- ☐ Maintain proper patient records on findings, treatment, and progress. Forward to Ancillary Services Division Supervisor.

### **Deactivation**

- ☐ Ensure all patient records are completed and submitted to the Ancillary Services Division Supervisor; and
- ☐ Assist in the critique of the Operations Section performance.

**DMAT ENVIRONMENTAL HEALTH UNIT LEADER  
OPERATIONAL CHECKLIST**

**Upon Activation**

- [ ] Obtain site environmental information and begin to assess possible health concerns of Team members; and
- [ ] If possible, determine site conditions, incident magnitude, prevailing endemic conditions, and necessary resource requirements. This information may be channeled through the OEP/EOC, as it becomes operational. This may require consulting nationally with recognized experts, (i.e., the CDC Emergency Response Coordination Group), (404) 488-7100, medical colleges or teaching hospitals, regional poison centers, etc., to determine unusual or site-specific medical conditions and treatment considerations.

**On-Site Operations**

- [ ] Evaluate general sanitation issues (i.e., potable water, toilets, food prep, etc.);
- [ ] Coordinate with Logistics Section Chief and MST to ensure an adequate food preparation protocol is followed;
- [ ] Evaluate general sanitation issues (i.e., potable water, toilets, food prep, etc.);
- [ ] Ensure the placement and appropriate use of an adequate number of hand washing stations at all DMAT sites. These stations are to be located at or near all:
  - Latrine facilities;
  - Mess Hall or designated eating areas;
  - Food preparation areas;
  - DMAT Area of Operations; and
  - DMAT BoO.
- [ ] Ensure adequate and appropriate latrine placement after consultation with the Facilities Unit Leader;
- [ ] Ensure the health and welfare needs of Team members are addressed, including hydration, sanitation, and nutrition;
- [ ] Designate and enforce smoking areas;
- [ ] Coordinate with the Logistics Section Chief regarding establishing appropriate garbage and rubbish disposal protocols;
- [ ] Coordinate with the Logistics Section Chief regarding an appropriate protocol that ensures an adequate supply of non-contaminated water is maintained for the Team;

**DMAT ENVIRONMENTAL HEALTH UNIT LEADER**  
**OPERATIONAL CHECKLIST (CONTINUED)**

**On-site Operations (Continued)**

- [ ] Coordinate with the Ancillary Services Division Supervisor and the Logistics Section Chief to ensure that all biological waste reporting, handling, and disposal procedures are followed;
- [ ] Ensure that appropriate measures are taken to report and mitigate dangers of stray animals, rodents, reptiles, infectious disease vectors, and HazMat; and
- [ ] Analyze injury and illness data to note any trends or areas of concern.

**Deactivation**

- [ ] Ensure all records are completed and submitted to the Ancillary Services Division Supervisor; and
- [ ] Assist in the critique of the Operations Section performance.

**DIETARY UNIT OFFICER**

**OPERATIONAL CHECKLIST**

**Upon Activation**

- [ ] Obtain information on the scope of the disaster from Logistics and Planning Section Chiefs. Make initial assessments of food and service requirements;
- [ ] Assess area of disaster for local food types, restrictions, etc.; and
- [ ] Perform an assessment of food and food service equipment for immediate deployment. Address any critical shortfalls.

**On-Site Operations**

- [ ] In conjunction with Ancillary Services Division Supervisor, obtain exact count of meal requirements. Develop feeding plan for submission to Logistics Section Chief;
- [ ] Plan menus for duration of mission based on estimated numbers of meals required;
- [ ] Notify Section Chiefs of meal hours for posting and notification to Team members;
- [ ] Develop a feeding schedule for victims and Team personnel based on numbers of meals and number of work sites;
- [ ] Ensure health standards are followed for food preparation;
- [ ] Evaluate effectiveness of food service and identify any shortcomings;
- [ ] Supervise the preparation of oral rehydration fluids and other extemporaneous non-pharmaceutical therapeutic preparations; and
- [ ] In conjunction with the Ancillary Services Division Supervisor, develop special food needs of patients or Team members.

**Deactivation**

- [ ] In conjunction with Planning Section Chief, develop a schedule for final meal delivery based on Demobilization Plan;
- [ ] Ensure health and cleanliness standards are maintained during demobilization and repacking;
- [ ] Ensure all records are completed and submitted to the Ancillary Services Division Supervisor; and
- [ ] Assist in the critique of the Operations Section performance.

## **DMAT CLINICAL PHARMACY UNIT LEADER OPERATIONAL CHECKLIST**

### **Upon Activation**

- [ ] See General Checklist.

### **On-Site Operations**

- [ ] Accept and fill requests for drugs and solutions from Medical Division;
- [ ] Setup proper security for controlled and dangerous drug supplies;
- [ ] Obtain pharmaceuticals from the Pharmacy Supply Unit Leader;
- [ ] Setup and maintain accounting system for distribution of pharmaceuticals;
- [ ] Maintain precise records of distributions;
- [ ] Monitor drug requests for potentially harmful combinations and notify medical personnel of findings;
- [ ] Provide for safe disposal of broken or unusable pharmaceuticals; and
- [ ] Keep the Ancillary Services Division Supervisor and Pharmacy Supply Unit Leader apprised of any supply deficiencies or equipment malfunctions.

### **Deactivation**

- [ ] Notify Ancillary Services Division Supervisor of any non-accountable pharmaceuticals;
- [ ] Prepare justification statement covering damaged, destroyed, lost, and stolen property;
- [ ] Ensure all pharmacy records are completed and submitted to the Ancillary Services Division Supervisor; and
- [ ] Assist in the critique of the Operations Section performance.

## PHARMACY TECHNICIAN OPERATIONAL CHECKLIST

### Upon Activation

- ☐ See General Operational Checklist.

### On-Site Operations

- ☐ Assist Clinical Pharmacy Unit Leader in the setup and operation of the clinical pharmacy unit;
- ☐ Fill supply request for drugs and solutions from Medical Division;
- ☐ Record inventories, issuance, and requisitions;
- ☐ Provide for the security of dangerous drugs; and
- ☐ Monitor stock levels and advise Clinical Pharmacy Unit Leader of needed items.

### Deactivation

- ☐ Assist in repacking pharmacy cache for transportation to home base.

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**DMAT NURSING DIVISION SUPERVISOR**  
**OPERATIONAL CHECKLIST**

**Upon Activation**

- [ ] Gather as much information as possible from local sources concerning the disaster and the potential mission of the Medical Team.

**On-Site Operations**

- [ ] Organize the nursing services to best support the medical care provided in the Operations Section;
- [ ] Provide systematic approach to care;
- [ ] Assign nursing staff to support medical care;
- [ ] Ensure patient flow moves smoothly and adequately for space available;
- [ ] Maintain patient-tracking system to account for all patients treated;
- [ ] Maintain accountability and security of patient records;
- [ ] Ensure patient disposition to other facilities, etc., is done systematically and with proper transfer of records; and
- [ ] Provide regular status reports to the Clinical Operations Section Chief on patient numbers, care provided, etc.

**Deactivation**

- [ ] Ensure all patient records are completed and submitted to the Clinical Operations Section Chief; and
- [ ] Assist in the critique of the Operations Section performance.

## **DMAT STAFF NURSE UNIT LEADER OPERATIONAL CHECKLIST**

### **Upon Activation**

- ☐ See General Operational Checklist.

### **On-Site Operations**

- ☐ Receive assignment from Nursing Division Supervisor;
- ☐ Provide systematic approach to nursing care;
- ☐ Assign nursing staff to support medical care;
- ☐ Assist, as necessary in triage of patients on entry to medical services;
- ☐ Provide medical care as needed;
- ☐ Ensure patient flow moves smoothly and adequately for space available;
- ☐ Maintain patient-tracking system to account for all patients treated;
- ☐ Maintain accountability and security of patient and nursing records;
- ☐ Ensure patient disposition to other facilities, etc., is done systematically and with proper transfer records; and
- ☐ Provide regular status reports to the Nursing Division Supervisor on patient numbers, care provided, etc.

### **Deactivation**

- ☐ Ensure all patient records are completed and submitted to the Nursing Division Supervisor; and
- ☐ Assist in the critique of the Operations Section performance.



## **DMAT PRACTICAL NURSE OPERATIONAL CHECKLIST**

### **Upon Activation**

- ☐ See General Operational Checklist.

### **On-Site Operations**

- ☐ Receive assignment from Staff Nurse Unit Leader;
- ☐ Maintain current information on patient's charts;
- ☐ Administer patient treatments as required;
- ☐ Administer patient medications as necessary;
- ☐ Assist medical staff in administering tests, examinations, and treatment;
- ☐ Implement system for patient transportation and tracking;
- ☐ Ensure patient disposition to other facilities, etc., is done systematically and with proper transfer of records; and
- ☐ Provide regular status reports to the Staff Nurse Unit Leader on patient numbers, care provided, etc.

### **Deactivation**

- ☐ Ensure all patient records are completed and submitted to the Staff Nurse Unit Leader; and
- ☐ Assist in the critique of the Operations Section performance.

## **II. DISASTER MEDICAL ASSISTANCE TEAM**

### **E. OPERATIONAL CHECKLISTS**

#### **3. Planning**

Mission operational checklists have been developed for the following positions on the DMAT:

- Planning Section Chief.

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**DMAT PLANNING SECTION CHIEF**  
**OPERATIONAL CHECKLIST**

**Upon Activation**

- [ ] Initiate DMAT Action Planning process;
- [ ] Initiate development of a contact list of Team personnel and callback numbers;
- [ ] Collect any detailed information about the incident location including maps of the affected area;
- [ ] Gather any incident information available as to the current situation, ground transportation plan, SITREPs, etc.;
- [ ] Coordinate with the DMAT Leader for the location and time of the initial briefing. Notify appropriate Team management personnel;
- [ ] Participate in the initial management planning meeting with DMAT Leader;
- [ ] Coordinate with the DMAT Leader for the location and time of briefing of all Team personnel. Notify assigned Section Chiefs;
- [ ] Coordinate with the DMAT Leader to formulate personnel assignments;
- [ ] Check computer formats and templates, make corrections and begin entering basic incident data;
- [ ] Complete the DoD Flight Manifest Form, if appropriate and forward to the Logistics Section Chief:
  - Names and Social Security numbers required;
  - Identify DMAT Leader on the manifest; and
  - Identify meal requirements for personnel during flight (i.e., box lunches or hot meals).
- [ ] In conjunction with the Logistics Section Chief, identify and initiate any outside logistical requirements necessary for the Team to deploy personnel and equipment;
- [ ] Plan for contingencies for the Team movement to the MOB Center, if applicable;
- [ ] Prepare information for the DMAT Leader and Section Chiefs briefing;
- [ ] Work with the Section Chiefs to obtain documents for the DMAT Action Plan;
- [ ] Obtain updates on the POA/MOB. Center and/or POA and staging areas;
- [ ] Obtain periodic updates on the latest disaster-related information; and
- [ ] Set briefing times with the DMAT Leader allowing enough time for information gathering and preparation of the needed reports.

**DMAT PLANNING SECTION CHIEF**  
**OPERATIONAL CHECKLIST (CONTINUED)**

**On-Site Operations**

- [ ] Setup Planning work area in the BoO. Allow sufficient space for all activities;
- [ ] Receive other Section Chief's input for inclusion in the DMAT Action Plan;
- [ ] Prepare the DMAT Action Plan for distribution at operational period Team meetings;
- [ ] Interact with the MST Planning Section Chief to determine the planning cycle information and required reporting times;
- [ ] Coordinate with the DMAT Leader regarding schedule of future meetings and daily briefings. Notify affected parties;
- [ ] Establish methods of receiving data, weather information, etc.;
- [ ] Obtain the Communication and Safety Plans from the respective managers;
- [ ] Facilitate planning meetings at regular intervals and develop planning and reporting cycles;
- [ ] Begin overall assessment process to determine:
  - Functional requirements and immediate needs;
  - Work schedules for extended operations; and
  - Adequacy of support facilities.
- [ ] Continually evaluate the Planning Section for effectiveness and modify as appropriate. This should include:
  - Assessment of equipment shortages, needs, and implications to effectiveness;
  - Assessment of signs of EISS in Team members;
  - Effectiveness of the DMAT Action Plan; and
  - Compliance with SITREPs reporting times/dates to MST.
- [ ] Resolve any coordination, communications, or personnel issues within the Planning Section;
- [ ] Provide the DMAT Leader with periodic progress reports that identify accomplishments or potential conflicts;
- [ ] Keep Logistics Section Chief apprised of supply deficiencies and/or equipment malfunctions;
- [ ] Evaluate the capability of assigned resources to complete the assignment;

**DMAT PLANNING SECTION CHIEF**  
**OPERATIONAL CHECKLIST (CONTINUED)**

**On-Site Operations (Continued)**

- [ ] Estimate the mission length and initiate the Team demobilization planning, including preparing a formal DMAT Demobilization Plan. Forward to MST;
- [ ] Receive and file all completed copies of Team reports such as the DMAT Action Plans, MST Action Plans, and Unit Logs; and
- [ ] Deliver requested reports to the MST.

**Deactivation**

- [ ] Review the current status of the Section's operational readiness and personal fitness and provide the DMAT Leader with a recommendation on reassignment or demobilization;
- [ ] Coordinate with the DMAT Leader for a Team briefing on the mission status and reassignment or demobilization considerations;
- [ ] Coordinate with the DMAT Leader on the dates and times of reassignment or demobilization. Notify the Section Chiefs;
- [ ] Notify the Logistics Section of the losses or potential maintenance requirements of any assigned tools and equipment;
- [ ] Maintain timetable as specified in the DMAT Demobilization Plan;
- [ ] Ensure that all Planning Section equipment is returned to the Logistics Section;
- [ ] Ensure all plans equipment and supplies are rehabilitation and stored properly for the next activation; and
- [ ] Ensure any Section performance evaluations are completed.

## **II. DISASTER MEDICAL ASSISTANCE TEAM**

### **E. OPERATIONAL CHECKLISTS**

#### **4. Logistics**

Mission operational checklists have been developed for the following positions on the DMAT:

- Logistics Section Chief;
- Supply Unit Leader;
- Facilities Unit Leader;
- Equipment Specialist;
- Communications Unit Leader;
- Telecommunications Specialist; and
- Pharmacy Supply Unit Leader.

## **DMAT LOGISTICS SECTION CHIEF**

### **OPERATIONAL CHECKLIST**

#### **Upon Activation**

- [ ] Assess the readiness of the equipment cache for immediate deployment.  
Forward assessment of findings to DMAT Leader;
- [ ] Address any critical cache shortfalls if possible through the OEP/EOC;
- [ ] Pre-plan methods of obtaining any equipment/supply needs not already in cache;
- [ ] Participate in the initial Team planning meeting with DMAT Leader;
- [ ] Select remainder of Logistics Section personnel from Team roster and initiate contact;
- [ ] Obtain expendable items for cache using established procedures;
- [ ] Assemble equipment cache for movement to POD or to incident site;
- [ ] Supervise the loading, movement, and transportation of equipment cache from home base to POD or disaster site, as appropriate, in coordination with the civilian airport authorities, military Loadmaster, and cargo handlers. Obtain and maintain copies of all manifests;
- [ ] Obtain completed DoD Flight Manifest Form from the Administrative/Finance Section Chief and provide to aircraft Loadmaster, if appropriate;
- [ ] Meet with assigned personnel to determine if they are personally prepared and adequately equipped to perform their assignment; and
- [ ] Ensure that assigned personnel are adequately briefed on and understand:
  - Individual and Team performance expectations;
  - Team problem-solving processes; and
  - Methods for establishing and changing Team priorities.

#### **On-Site Operations**

- [ ] Identify supplies and equipment that should receive priority for initial movement and setup at the BoO or Area of Operations;
- [ ] Supervise the off loading of equipment cache;
- [ ] Assess and determine the availability of resources for identified logistical requirements in conjunction the appropriate officials at the MOB Center or the Area of Operations;
- [ ] Coordinate with the MST, DMAT Leader and local Incident Command personnel for the most appropriate site for the DMAT BoO, medical care area and DMAT equipment cache setup;
- [ ] Setup DMAT equipment cache and institute property accountability system;

**DMAT LOGISTICS SECTION CHIEF**  
**OPERATIONAL CHECKLIST (CONTINUED)**

**On-site Operations (Continued)**

- [ ] Establish the equipment cache staging to include:
  - Categorizing equipment and supplies;
  - Ensuring appropriate environmental protection of supplies and equipment;
  - Coordinating the appropriation of expendable support items, (i.e., fuels, and, medical oxygen);
  - Providing security for the equipment and medical cache, especially security and accountability of controlled medical drugs;
  - Establishing work area for maintenance and repair;
  - Providing support as necessary for on-site equipment needs; and
  - Ensuring construction of any facilities needed to support Team efforts.
- [ ] Coordinate transportation modes with the MST to the Area of Operations;
- [ ] Begin overall assessment process to determine:
  - Functional requirements and immediate needs;
  - Work schedules for extended operations;
  - Rest and rotation periods for Logistics Section personnel; and
  - Adequacy of support facilities.
- [ ] Continually evaluate Logistics Section for effectiveness and modify as appropriate. This should include:
  - Appropriateness and effectiveness of supply issuance and tracking mechanisms;
  - Assessment of equipment shortages, needs, and implications to effectiveness;
  - Assessment of fatigue in Team members;
  - Assessment of signs of EISS in Team members; and
  - Monitor on-site coordination with other functions within the Team, other Sections, etc.
- [ ] Establish and coordinate shelter assignments for all Team personnel to include consideration for work rotation schedules;
- [ ] Resolve any coordination, communications, or personnel issues within the Logistics Section;
- [ ] Provide the DMAT Leader with periodic progress reports that identify accomplishments or potential conflicts;



**DMAT LOGISTICS SECTION CHIEF**  
**OPERATIONAL CHECKLIST (CONTINUED)**

**On-site Operations (Continued)**

- [ ] Keep DMAT Leader apprised of supply deficiencies and/or equipment malfunctions;
- [ ] Participate in the development of the DMAT Action Plan;
- [ ] Evaluate the capability of assigned resources to complete the assignment; and
- [ ] Submit operational reports and appropriate forms to the Planning Section Chief.

**Deactivation**

- [ ] Review the current status of the Section's operational readiness and personal fitness and provide the DMAT Leader with a recommendation on reassignment or demobilization;
- [ ] Supervise the breakdown and policing of the BoO and Area of Operations;
- [ ] Ensure that all accountable cache items are returned and expendable supplies are documented;
- [ ] Ensure that the cache is inventoried and prepared for movement;
- [ ] Supervise the packaging, loading, and movement of the cache;
- [ ] Track and maintain a listing of the losses or potential maintenance requirements of all supplies, pharmaceuticals, and equipment;
- [ ] Recommend to the DMAT Leader cache rehabilitation requirements after demobilization;
- [ ] Ensure all Section documentation is completed and submitted to the Administrative/Finance Section Chief;
- [ ] Prepare justification statement covering damaged, destroyed, lost, and stolen property and complete appropriate forms;
- [ ] Prepare Logistics Section performance critique for the AAR process;
- [ ] At home base, disassemble entire cache for inventorying, cleaning, disinfecting, and providing maintenance to all items;
- [ ] Re-order necessary items to maintain cache in readiness;
- [ ] Repackage cache in preparation for next mission; and
- [ ] Ensure all Section performance evaluations are completed.

## **DMAT SUPPLY UNIT LEADER**

### **OPERATIONAL CHECKLIST**

#### **Upon Activation**

- [ ] Assist with assessment of the status of the equipment cache for immediate deployment. Address any critical shortfalls immediately; and
- [ ] Load cache for transportation from home base or POD to incident site.

#### **On-Site Operations**

- [ ] Contact Logistics Section Chief for briefing;
- [ ] Assist the Logistics Section Chief in unloading the transport vehicles;
- [ ] Assist in the setup of the DMAT equipment cache in an area determined by the Logistics Section Chief;
- [ ] Setup accountability system and issue supplies and equipment;
- [ ] Maintain precise record of all supplies and equipment issued;
- [ ] Provide for maintenance of equipment, as needed;
- [ ] Obtain procurement procedures from Logistics Section Chief;
- [ ] Place orders in a timely manner and consolidate where possible. Anticipate needs based on plans;
- [ ] Monitor inventory of supplies. Notify Logistics Section Chief of shortages; and
- [ ] Coordinate external support resources, if required, with the Logistics Section Chief.

#### **Deactivation**

- [ ] Notify Logistics Section Chief of the loss or potential maintenance requirements of any assigned tools and equipment;
- [ ] Assist the Logistics Section Chief in the accountability of the returned equipment to the cache;
- [ ] Assist in the re-packing of the equipment cache for transportation to the home base;
- [ ] Assist in the complete inventory of supplies and equipment;
- [ ] Resupply cache where necessary to complete return to readiness status;
- [ ] Assist the Logistics Section Chief in preparing justification statements covering damaged, destroyed, lost or stolen property;
- [ ] Submit all reports and records to the Logistics Section Chief; and
- [ ] Assist in the critique of the Logistics Section performance.

## **DMAT FACILITIES UNIT LEADER**

### **OPERATIONAL CHECKLIST**

#### **Upon Activation**

- [ ] Assist with assessment of the status of the equipment cache for immediate deployment. Address any critical shortfalls immediately;
- [ ] Load cache for transportation from home base or POD; and
- [ ] Attempt to obtain information on the type of facility where the DMAT will be located.

#### **On-Site Operations**

- [ ] Contact Logistics Section Chief for briefing;
- [ ] Coordinate facility space needs with Logistics Section Chief and MST Facilities Unit Leader including telephones, electrical, and equipment needs;
- [ ] Notify Section Chiefs of assigned areas for specific functions;
- [ ] Conduct periodic safety inspections all facilities;
- [ ] Setup all facility equipment;
- [ ] Identify external support resources as required to support operations; and
- [ ] Assist Logistics Section Chief as needed.

#### **Deactivation**

- [ ] Notify Logistics Section Chief of the loss or potential maintenance requirements of any assigned tools and equipment;
- [ ] Assist the Logistics Section Chief in the accountability of the returned equipment to the cache;
- [ ] Assist in the re-packing of the equipment cache for transportation to the home base;
- [ ] Restore DMAT BoO to original condition;
- [ ] Submit all reports and records to the Logistics Section Chief; and
- [ ] Assist in the critique of the Logistics Section performance.

**DMAT EQUIPMENT SPECIALIST**  
**OPERATIONAL CHECKLIST**

**Upon Activation**

- [ ] Assist with assessment of the status of the equipment cache for immediate deployment. Address any critical shortfalls; and
- [ ] Assist in loading and transporting the equipment cache from home base to POD or directly to incident site.

**On-Site Operations**

- [ ] Setup power and lighting equipment at locations determined by the Facilities Unit Leader;
- [ ] Account for and maintain any vehicles assigned to the Team. Drive vehicles as necessary to assist in the operation of the Team;
- [ ] Construct field sanitation and water facilities as determined by the Facilities Unit Leader necessary to support Team operations;
- [ ] Construct other field facilities as necessary; and
- [ ] Maintain power and lighting equipment on a regular basis including refueling generators, changing light bulbs, preventive maintenance, etc.

**Deactivation**

- [ ] Disassemble field facilities and dispose of materials in an appropriate place;
- [ ] Police BoO and Area of Operations to ensure removal of all waste materials that could become a health or safety risk, including discarded construction materials;
- [ ] Dispose of gasoline, oils, etc., in a safe and proper manner;
- [ ] Ensure power sources used are disconnected and rendered safe;
- [ ] Ensure all equipment is returned to equipment cache;
- [ ] Inventory remaining maintenance supplies. Repack for transportation to home base;
- [ ] Assist in the repacking and transportation of the equipment cache;
- [ ] Assist Supply Unit Leader in preparing justification statements covering damaged, destroyed, lost, and stolen property; and
- [ ] Assist in the critique of the Logistics Section performance.

## **DMAT COMMUNICATIONS UNIT LEADER**

### **OPERATIONAL CHECKLIST**

#### **Upon Activation**

- [ ] Perform an assessment of the communications equipment for immediate deployment. Address any critical shortfalls;
- [ ] Setup communications for Team home base;
- [ ] Activate cellular telephones;
- [ ] Ensure that communication system is in place to facilitate movement from the home base to the POD or the disaster site;
- [ ] Issue communications radio equipment to appropriate Team members:
  - Identify the assigned frequencies;
  - Brief members on accountability, use, and care;
  - Ensure personnel are aware of the prohibition of the use of radios while on the aircraft; and
  - Program radios as needed.
- [ ] Gather available information on communications capabilities including assigned frequencies in disaster area. Implement a communications equipment check-in/check-out accountability process;
- [ ] Coordinate with Logistics Section Chief on priority loading of communication equipment;
- [ ] Load communication portion of the cache for transportation from home base or POD or incident site;
- [ ] Provide communications link between the DMAT Leader and OEP/EOC;
- [ ] Discuss the formulation of the DMAT Communications Plan with the Logistics Section Chief and the DMAT Leader; and
- [ ] Assist in the off-loading and security of communications equipment.

#### **On-Site Operations**

- [ ] Participate in the site selection process for establishing the BoO, if possible;
- [ ] Select and setup DMAT Communications Center within the BoO in an area suitable for maintaining good quality communications;
- [ ] Setup communications systems for Team operations to ensure that any deployed assets outside of the BoO area have reliable communications with the Communications Center;
- [ ] Meet with the MST Communications Unit Leader and coordinate procedures;
- [ ] Develop communications procedures for use during medical emergencies;
- [ ] Assess local surviving communication infrastructure including telephone, cell system, local radio, and paging systems;
- [ ] Brief Team personnel on the communications plan;
- [ ] Establish schedule for communications coverage at the BoO;

**DMAT COMMUNICATIONS UNIT LEADER**  
**OPERATIONAL CHECKLIST (CONTINUED)**

**On-Site Operations (Continued)**

- [ ] Provide security and environmental protection for communication equipment and supplies;
- [ ] Establish priority use for satellite communication system. Monitor use of system and ensure logbook is maintained;
- [ ] Identify other communications systems that could enhance operations (i.e., amateur radio, Civil Air Patrol, air reconnaissance, etc.);
- [ ] Based on needs, setup the telephone system within the BoO and to Area of Operations, if possible;
- [ ] Assess the need for additional power resources needed to support the communication system and coordinate with Logistics Section Chief;
- [ ] Coordinate with Logistics Section to ensure continuous fuel supply for generators;
- [ ] Monitor electrical and battery supply status and reorder as needed;
- [ ] Review the DMAT Action Plan and advise on capability to provide appropriate communications as needed for each operational period;
- [ ] Anticipate requirements and evaluate the communications system effectiveness. Modify to meet changing operational needs;
- [ ] Contact the MST Communications Unit Leader for additional frequencies, if required;
- [ ] Monitor Team communications for compliance with established procedures;
- [ ] Maintain equipment as required;
- [ ] Tag and list defective equipment for follow up repair;
- [ ] Provide for safe disposal of batteries (i.e., HazMat, etc.); and
- [ ] Keep the Logistics Section Chief apprised of any supply deficiencies or equipment malfunctions.

**Deactivation**

- [ ] Ensure that all assigned communications equipment is returned, inventoried, and repackaged for transport;
- [ ] Notify Logistics Section Chief of the loss or potential maintenance requirements of any assigned tools and equipment;
- [ ] Prepare justification statement covering damaged, destroyed, lost, and stolen property;
- [ ] Ensure log books for satellite telephones are updated and current;
- [ ] Assist in the critique of the Logistics Section performance;
- [ ] Upon return to the home base, deactivate cellular telephones; and
- [ ] Ensure the communication cache is returned to an operational state of readiness as soon as possible.

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**DMAT TELECOMMUNICATIONS SPECIALIST**  
**OPERATIONAL CHECKLIST**

**Upon Activation**

- [ ] Assist with assessment of the communications equipment for immediate deployment. Address any critical shortfalls;
- [ ] Conduct a check of all assigned communications equipment, as appropriate;
- [ ] Ensure personnel are aware of the prohibition of the use of radios while on the aircraft; and
- [ ] Gather available information on communications capabilities in disaster area.

**On-site Operations**

- [ ] Assist the Communications Unit Leader with the setup of DMAT Communications Center within the DMAT BoO;
- [ ] Ensure that any off-site personnel have reliable contact with the Communications Center;
- [ ] Develop communications procedures for use during medical emergencies;
- [ ] Assist with implementation of communications equipment check-in/check-out accountability process;
- [ ] Issue communications radio equipment to appropriate Team members:
  - Brief members on accountability, use, and care; and
  - Program radios as needed.
- [ ] Provide communications link between the DMAT Leader and the MST;
- [ ] Participate with the communications coverage at the DMAT BoO;
- [ ] Provide security and environmental protection for communication equipment and supplies;
- [ ] Monitor use of satellite communications system and ensure logbook is maintained;
- [ ] Assess the need for additional power resources needed to support the communication system and coordinate with Communications Unit Leader;
- [ ] Monitor fuel supply for generators;
- [ ] Monitor electrical and battery supply status and reorder as needed;
- [ ] Anticipate requirements and evaluate the communications system effectiveness;
- [ ] Assess need for additional frequencies;
- [ ] Monitor Team communications for compliance with established procedures;
- [ ] Maintain equipment as required;
- [ ] Tag and list defective equipment for follow up repair;
- [ ] Provide for safe disposal of batteries (i.e., HazMat, etc.); and
- [ ] Keep the Communications Unit Leader apprised of any supply deficiencies or equipment malfunctions.

**DMAT TELECOMMUNICATIONS SPECIALIST**  
**OPERATIONAL CHECKLIST**

**Deactivation**

- [ ] Ensure that all assigned communications equipment is returned, inventoried, and repackaged for transport;
- [ ] Notify Communications Unit Leader of the loss or potential maintenance requirements of any assigned tools and equipment;
- [ ] Ensure log books for satellite telephones are updated and current;
- [ ] Assist in the critique of the Logistics Section performance;
- [ ] Upon return to the home jurisdiction, deactivate cellular telephones and pagers; and
- [ ] Ensure the communication cache is returned to an operational state of readiness as soon as possible.



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**DMAT PHARMACY SUPPLY UNIT LEADER**  
**OPERATIONAL CHECKLIST**

**Upon Activation**

- [ ] Perform an assessment of the pharmacy cache for immediate deployment. Address any critical shortfalls;
- [ ] Check stock for expiration dates. Remove or replace any expired prior to deployment;
- [ ] Load pharmacy portion of the cache for transportation from home base or POD or incident site; and
- [ ] Assist in assessment of pharmacy cache readiness.

**On-Site Operations**

- [ ] Setup pharmacy and proper storage facility in location determined by Logistics Section Chief;
- [ ] Record inventories, issuance, and requisitions;
- [ ] Provide for the security of dangerous drugs; and
- [ ] Monitor use of stocks and submit re-supply requests to Logistics Section Chief as necessary to maintain sufficient levels.

**Deactivation**

- [ ] Notify Logistics Section Chief of any non-accountable pharmaceuticals;
- [ ] Repack pharmacy cache for transportation to home base;
- [ ] Perform a complete inventory of all pharmaceuticals. Replace any shortages necessary for operational readiness; and
- [ ] Assist in the critique of the Logistics Section performance.

## **II. DISASTER MEDICAL ASSISTANCE TEAM**

### **E. OPERATIONAL CHECKLISTS**

#### **5. Administrative/Finance**

Mission operational checklists have been developed for the following positions on the DMAT:

- Administrative/Finance Section Chief;
- Administrative Specialist; and
- Medical Records Unit Leader.

**DMAT ADMINISTRATIVE/FINANCE SECTION CHIEF**  
**OPERATIONAL CHECKLIST**

**Upon Activation**

- [ ] Participate in initial management planning meeting with DMAT Leader;
- [ ] Initiate the financial tracking system for any financial expenditures that may result from the mission if the DMAT is activated;
- [ ] Review any expenditure requests from Logistic Section Chief and provide recommendations to the DMAT Leader;
- [ ] Select remainder of Administrative/Finance Section personnel from Team roster and initiate contact;
- [ ] Provide notification to OEP of Team activation, with names, social security numbers, and position of deploying Team members. This information should be sent by e-mail ([eoc@osophs.dhhs.gov](mailto:eoc@osophs.dhhs.gov)) or by fax if no e-mail (800-872-5945) ATTENTION NDMS Personnel Officer. Forward completed Standard Form 61 or OF 306 to OEP by overnight mail;
- [ ] In conjunction with the Logistics Section Chief, identify and initiate any outside logistical requirements necessary for the Team to deploy personnel and equipment;
- [ ] Meet with assigned personnel to determine if they are personally prepared and adequately equipped to perform their assignment;
- [ ] Ensure all personnel have Federal NDMS credentials, badges, and licenses as appropriate prior to leaving on the mission;
- [ ] Ensure that assigned personnel are adequately briefed on and understand:
  - Individual and Team performance expectations;
  - Team problem-solving processes; and
  - Methods for establishing and changing Team priorities.
- [ ] Ensure organization and operation of the DMAT conforms to NDMS guidelines;
- [ ] Assist DMAT Leader with administrative issues, such as notifications, travel arrangements, etc.; and
- [ ] Approve any financial expenditure during the mission, such as lodging costs, etc.

**DMAT ADMINISTRATIVE/FINANCE SECTION CHIEF**  
**OPERATIONAL CHECKLIST (CONTINUED)**

**On-Site Operations**

- [ ] Setup Administrative work area in the BoO. Allow sufficient space for all work needs;
- [ ] Begin overall assessment process to determine:
  - Functional requirements and immediate needs;
  - Work schedules for extended operations; and
  - Rest and rotation periods for Administrative/Finance Section members.
- [ ] Continually evaluate the Administrative/Planning Section for effectiveness and modify as appropriate. This should include:
  - Assessment of equipment shortages, needs, and implications to effectiveness;
  - Assessment of fatigue in Team members; and
  - Assessment of signs of EISS in Team members.
- [ ] Resolve any coordination, communications, or personnel issues within the Administrative/Finance Section;
- [ ] Provide the DMAT Leader with periodic progress reports that identify accomplishments or potential conflicts;
- [ ] Provide briefing for shift replacement that includes all current incident data when relieved;
- [ ] Ensure receipt of patient care documentation from all Sections and forward to Medical Records Unit Leader for storage and transportation to OEP;
- [ ] Keep Logistics Section Chief Leader apprised of supply deficiencies and/or equipment malfunctions;
- [ ] In conjunction with the Safety Officer, ensure completion of appropriate Workers' Compensation Forms for treatment of Team member;
- [ ] Participate in development of the DMAT Action Plan;
- [ ] Evaluate the capability of assigned resources to complete the assignment;
- [ ] Prepare daily of housing arrangements when necessary, in coordination with the MST; and
- [ ] Submit daily summary reports and appropriate forms to the Planning Section Chief.

**DMAT ADMINISTRATIVE/FINANCE SECTION CHIEF**

**OPERATIONAL CHECKLIST (CONTINUED)**

**Deactivation**

- [ ] Review the current status of the Section's operational readiness and personal fitness and provide the DMAT Leader with a recommendation on reassignment or demobilization;
- [ ] Ensure that all on-site documentation is filled out and sent to the appropriate authorities;
- [ ] Receive records and documentation from Section Chiefs and forward to Medical Records Unit Leader;
- [ ] Ensure all Administrative/Finance Section equipment is returned to the Logistics Section;
- [ ] Ensure all financial and administrative records are intact and secure for transportation to home base;
- [ ] Notify the Logistics Section of any operational equipment loss and potential maintenance requirements of tools and equipment assigned to the Operations Section;
- [ ] Prepare an Administrative/Finance Section performance critique for the AAR;
- [ ] Prepare a comprehensive financial report listing all expenditures for the purpose of requesting reimbursement for expenses from HHS . This should include, but not limited to:
  - Transportation costs;
  - Personnel costs, including salaries and benefits; and
  - Lost, damaged or donated equipment, supplies, or pharmaceuticals.
- [ ] Ensure all Section performance evaluations are completed.

## **DMAT ADMINISTRATIVE SPECIALIST**

### **OPERATIONAL CHECKLIST**

#### **Upon Activation**

- [ ] Assist the Administrative/Finance Section Chief in initiating the financial tracking of all expenditures that may result from the mission; and
- [ ] Maintain a detailed record of all Team events, time frames, pay initiation times, etc.

#### **On-Site Operations**

- [ ] In conjunction with the Administrative/Finance Section Chief, locate the most effective area for the Administrative/Finance operations;
- [ ] Assist in the setup of the Administrative/Finance area;
- [ ] Setup the DMAT library of all relevant manuals, etc., for medical and billeting in the field;
- [ ] Staff the Administrative area of the BoO;
- [ ] Document the mission for historical and legal reasons, using various types of written and visual means;
- [ ] Prepare and maintain any rosters, charts, statistical data, and forms;
- [ ] Maintain liaison with Communications Unit Leader to process radio messages for the Team and ensure appropriate responses are made and documented;
- [ ] Provide a staffing schedule for the BoO;
- [ ] Provide the Administrative/Finance Section Chief with periodic progress reports that identify accomplishments or potential conflicts;
- [ ] Prepare any necessary correspondence or reports as requested from the Administrative/Finance Section Chief or DMAT Leader;
- [ ] Assist the Administrative/Finance Section Chief as requested; and
- [ ] Maintain records of the Team personnel assigned to the mission.

#### **Deactivation**

- [ ] Ensure all financial and administrative records are intact and secure for transportation to home base;
- [ ] Submit all records, photographs, and videocassettes to Administrative/Finance Section Chief;
- [ ] Assist the Administrative/Finance Section Chief in preparing all required reports; and
- [ ] Assist in the critique of the Administrative/Finance Section performance.

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**DMAT MEDICAL RECORDS UNIT LEADER**  
**OPERATIONAL CHECKLIST**

**Upon Activation**

- [ ] Assist the Administrative Specialist in documentation of Team mobilization.

**On-Site Operations**

- [ ] Assist in staffing the Administrative area of the BoO;
- [ ] Begin a patient record for each new patient;
- [ ] Obtain patient consent for tests, procedures, as necessary;
- [ ] Continually check patient records for completeness and consistency;
- [ ] Prepare summaries of patient reports as requested;
- [ ] Log patients out of the DMAT area;
- [ ] Ensure confidentiality and security of patient records;
- [ ] Initiate a storage area and system for patient records;
- [ ] Provide the Administrative/Finance Section Chief with periodic progress reports that identify accomplishments or potential conflicts; and
- [ ] Assist the Administrative/Finance Section Chief as requested.

**Deactivation**

- [ ] Ensure all documentation of the mission is intact and secure for transportation to home base;
- [ ] Ensure all mission documentation is delivered to the appropriate entity upon return to home base; and
- [ ] Assist in the critique of the Administrative/Finance Section performance.

## **II. DISASTER MEDICAL ASSISTANCE TEAM**

### **F. TEAM EQUIPMENT AND INVENTORY**

A DMAT responding to a disaster cannot depend upon resources from the affected area for its logistics support; DMATs must therefore bring their own equipment and supplies with them. These needs are not limited to purely medical items, as they may not find adequate shelter or food available for its personnel or patients. The equipment cache should be sufficient to support the Team operations for the initial 72-hours hours including food, water, and shelter. After 72-hours these items, as well as any resupply will be provided by the MST.

Each Team must assemble and maintain its own equipment cache. The DMAT cache consists of equipment that is procured once and reused repeatedly, as well as, supplies that are consumed in the course of operations and require replacement. The equipment cache must be compact, light in weight, economical, and just adequate for the needs of austere medical care and Team support in a disaster situation. Whenever possible, only supplies and equipment that are familiar to medical personnel and used regularly should be part of the cache. The equipment must be rugged and functional in adverse environmental and operational conditions. All cache equipment must be packed with its documentation. This includes specifications, maintenance and operating manuals. Training for specialized equipment should be provided by the manufacturer or distributor on a yearly basis.

Since the Team must be capable of operations remote from its sponsoring jurisdiction and outside of a medical facility, its equipment and supplies must include a substantial range of non-medical utility items necessary for transport, shelter, feeding, and other Team and patient support functions. All equipment must meet nationally-recognized safety standards, such as OSHA as specified for the item. All electrical equipment, including extension cords, should have standardized 20A, three-pronged, twist lock connectors.



## **II. DISASTER MEDICAL ASSISTANCE TEAM**

### **F. TEAM EQUIPMENT AND INVENTORY**

An equipment cache for a DMAT should meet the following requirements:

- Have a weight and volume for ease of transport. The cache should be configured to load easily on military or civilian aircraft. Individual containers should be kept to a maximum of 100 pounds when practical and be sized for easy lifting and carrying by two people;
- Provide equipment for all functions the Team is expected to perform, including logistical functions required for limited self-sufficiency that are designed for use in austere environments;
- Packaged in a manner so related items can be accessed without disturbing the entire cache;
- Arranged in a modular manner so equipment not needed can be isolated and left behind or a single Team component can be mobilized. The modules should relate to the potential missions of the Team and how the functions will be performed; and
- Contain minimal perishable supplies to reduce inventory and rotation costs.

DMATs responding to a disaster must move immediately if lifesaving intervention is to be effective. The DMAT cache must be instantly available off-the shelf in the sponsoring organization. DMATs deployed to a disaster must be mobile within 4-8 hours.

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

#### 1. Equipment Packaging

##### a. *Medical Equipment Group*

This includes all medical equipment and supplies necessary for clearing and staging operations. This will be sub-modular, containing materials for shelter and feeding for the unit and its patients. It should be divided into a “staging package”, which contains equipment for receiving and holding patients that are relatively stable and do not require extensive medical or nursing care, and an additional “clearing package” containing more elaborate medical equipment necessary to resuscitate and stabilize patients in the clearing environment. The medical module should be packaged in DMAT sized sets suitable for use in the event that a Team operates at separate facilities. Each DMAT medical package should comprise:

- *Patient reception materials* – These include equipment to receive patients.
- *Patient sorting materials* – This module contains equipment to examine, triage, and classify patients.
- *Patient treatment equipment* – This module contains numerous subgroups; all designed to equip a particular area of a clearing station. It should contain:
  - *Critical care* – Cardiopulmonary resuscitation, hemorrhage control, shock treatment equipment for the resuscitation area, along with elementary surgical instruments and anesthesia materials, necessary for austere surgical interventions.
  - *Wound management* – Equipment, dressings and splints, wound irrigation materials, surgical instruments, and other equipment for the wound care area.

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

#### **a. *Medical Equipment Group (Continued)***

- *Observation/In-patient* - Ward equipment, including litters to use in place of beds or cots, litter stands, portable furniture for a nurse's station, bedpans, and urinals, suction equipment, and other nursing care equipment and materials necessary for austere nursing support. Ward equipment should be packaged in 40-bed modules.
- *Patient support equipment* – This module contains several sub-modules:
  - Laboratory equipment and mortuary equipment.
- *Sterilizing equipment* – This module contains several sub-modules:
  - Pharmacy and central supply.
- *Specialized medical equipment sets* – Some NDMS units with specialized additional capabilities may make up additional medical treatment modules to support specialized services. These include:
  - General ambulatory care clinic kit;
  - Orthopedic augmentation Team kits. Specialized orthopedic DMATs should package a portable X-ray set, film developing equipment, orthopedic implements and casting materials in a separate module for special services; and
  - Refugee screening kit. This module is applicable to HHS health and medical response Teams that might respond to refugee situations only.

#### **b. *Logistics Equipment Group***

- *Team Support module* – This module consists of all logistical support items necessary for the Team to live and work in under field conditions.
- *Shelter* – This module contains tentage and other shelter for the unit and the tools necessary for setup.

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

#### ***b. Logistics Equipment Group (Continued)***

- *Personal Comfort and Safety Equipment* – This contains all of the shirts, trousers, sleeping bags, backpacks, canteens, gloves, mess equipment and other personal items, as well as fire extinguishers.
- *Utilities module* – This contains generators, lighting equipment for BoO tents, batteries, water containers and purification equipment, and hand and power tools to construct austere, on-site facilities, such as sanitation facilities, etc.
- *Administrative Module* – This module is composed of four component modules that encompass all the administrative needs of the Team.
- *Administrative sub-module* – This includes manuals, guidelines, and other operating procedures, roster of Team personnel, various forms for use on the mission, office supplies, copiers, computer, etc.
- *Planning sub-module* – This contains laptop computers, maps, planing guidelines to execute movements by land or air, aircraft information, directories of transportation agencies, demobilization planning guidelines, etc.
- *Communications sub-module* – This contains all the communications equipment cache.
- *Patient administration sub-module* – This contains the forms and guidelines for a disaster medical record system.
- *Chaplain's supplies* – Supplies necessary to provide and support the delivery of religious services and spiritual guidance.

All equipment should be packaged in an appropriate container, protected from the elements. Cache packaging should conform to a standard color-code by function for ease of location and tracking.

## **II. DISASTER MEDICAL ASSISTANCE TEAM**

### **F. TEAM EQUIPMENT AND INVENTORY**

#### **2. Equipment Maintenance**

All equipment should be appropriately serviced and maintained in operationally ready condition. Mechanical equipment should be checked and operated on a regular basis as specified in the Team's equipment cache maintenance plan. Sterile equipment should be periodically re-autoclaved and repacked after exercises. DMATs should not obtain or store perishable supplies in excess of needs for immediate response kits. These supplies should be kept in a secure area such as the hospital pharmacy, and rotated on a regular basis if not used. Other consumable supplies should be obtained on activation from a pre-arranged vendor who agrees to provide 24-hour access.

#### **3. Personal Equipment**

DMAT personnel should be prepared to respond to a mission within 4-8 hours of notification and up to 14-days or at least until initial disaster recovery efforts have ensured adequate support for its operations. Since Team members may not find adequate food, shelter, or water available initially at the site, and the BoO may not become operational until well into the response, Team members must bring personal food and water for the initial 24-hours. Additionally, each member must have a personal gear kit, sufficient to enable him/her to live and work in austere conditions. This should include appropriate clothing for the environment, personal hygiene items, medications, and protective items such as sunscreen and insect repellent. It should be contained in one or two personal, water-protective packs at most. It is advantageous to be able to split the personal gear so that a small carrying pack bag of personal necessities can remain with the member at all times, while the gear not needed during transport or at the Area of Operations can be left at the DMAT BoO or the lodging location. It is recommended that for space reasons, Team members pack 7-days of uniforms and under clothes. Field washing may be necessary to complete the remainder of the time deployed.

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

#### 3. Personal Equipment (Continued)

The following is a suggested minimum inventory of personal gear and equipment necessary for DMAT members to maintain appearance, hygiene, and comfort for the duration of their assignment. This list may be modified by OEP or Team management to fit the response. Team members should adjust this minimum inventory based on the specific requirements of the assignment.

- Uniforms;
- Under clothes;
- Long underwear (medium weight, polypropylene);
- Light Jacket;
- Heavy Jacket (cold weather-type);
- Heavy sweater;
- Gloves (polypropylene, ski-type);
- Rain gear (should be Gortex-type);
- Weather extreme clothing and equipment;
- Personal safety clothing and equipment;
- Photo ID and Passport;
- Towel and washcloth;
- Personal grooming and hygiene kit;
- Two sets of eyeglasses (if applicable);
- Sunglasses;
- Flashlight;
- Watch;
- Hearing protection earplugs (should meet American National Standards Institute (ANSI) S3.9-1974);
- Boots (should be steel toe/shank, water resistant);
- Personal funds and credit cards;
- Bottled water (32-64 oz.);
- Small administrative kit for assigned position including critical forms; and
- Two-week supply of required personal prescription medications, sunscreen, insect repellent, and applicable over-the-counter medications.

## **II. DISASTER MEDICAL ASSISTANCE TEAM**

### **F. TEAM EQUIPMENT AND INVENTORY**

#### **3. Personal Equipment (Continued)**

In addition, if the position duties and responsibilities subject the individual to working in a hazardous area, such as a transportation crash site, the following items should be carried:

- Hard hat;
- Helmet light;
- Heavy work gloves (should be leather); and
- Eye protection (should meet ANSI 287.1).

#### **4. Equipment Storage**

The DMAT equipment cache should be stored in a secure and assessable, climate controlled environment. The storage site should be well protected against the elements. The cache should be stored in a manner that allows for immediate deployment with as little repackaging as possible. Equipment should be stored on skids to allow for easy build up on military pallets. The skids should be loaded and stored in groups corresponding to functional modules and combinations. A loading and storage diagram should be kept at the storage site to facilitate locating and loading equipment when needed.

#### **5. Medical Supplies for Team Use**

The Team should maintain medical equipment for use on Team members in cases of acute illnesses or injuries. This may be carried by backpack or other method, but must remain available throughout the mission, from the time of mobilization, until the return home. It should be packed in an appropriate manner so that it is readily accessible at all times, including during transport by aircraft or ground vehicles.

## **II. DISASTER MEDICAL ASSISTANCE TEAM**

### **F. TEAM EQUIPMENT AND INVENTORY**

#### **6. Supplies for Casualty Reception**

Casualty reception at the local airport for incoming patients requires minimum supplies. Such an operation should be supported from supplies set away in immediate response kits.

#### **7. DMAT Inventory List**

The full inventory for a DMAT Basic Load showing the basic stock that should be maintained at all times to ensure operational readiness is provided.



## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>TEAM LOGISTICAL EQUIPMENT</b>			
DMA1000	Backpack, (lrg)	Ea	35
DMA1001	Backpack, Frame (lrg) w/Support Pad, Shoulder Straps	Ea	35
DMA1002	Bags, Duffle	Ea	35
DMA1003	Bladder, Bulk Water Storage (500 gal)	Ea	2
DMA1004	Can, Jerry 5 gal Water (plastic)	Ea	35
DMA1005	Can, Fuel (5 gal plastic GI Type)	Ea	12
DMA1005A	Can, Fuel (5 gal plastic GI type), Filler Spout	Ea	12
DMA1006	Canteen, 1qt Plastic (black)	Ea	70
DMA1007	Belt, Equipment (black) (specify sizes)	Ea	35
DMA1008	Canteen Cover (black)	Ea	70
DMA1009	Canteen Cup	Ea	70
DMA1010	Chest, Storage (36" structural tool chest 36" X 18.6" X 20.1")	Ea	55
DMA1011	Cot, Aluminum	Ea	40
DMA1012	Earplug, Pair	Box/400	1
DMA1013	Fire Extinguisher (2-A: 10-B:C)	Ea	5
DMA1014	Fire Extinguisher, Hand Water Pump	Ea	1
DMA1015	Flashlight (GI Angle Head)	Ea	35
DMA1016	Generator, Diesel 6kw (or gas generator)	Ea	2
DMA1017	Generator, Diesel 6kw Wheel Kit (for diesel only)	Ea	2
DMA1018	Generator, sm Portable (1600w)	Ea	1
DMA1019	Glove, Work Pair (med)	Pr	15
DMA1020	Glove, Work Pair (lrg)	Pr	10

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>TEAM LOGISTICAL EQUIPMENT</b>			
DMA1021	Glove, Work Pair (x-lrg)	Pr	10
DMA1022	Goggle, Eye	Ea	35
DMA1023	Head Lamp, (Flashlight)	Ea	35
DMA1024	Latrine Facilities (daily restroom kits)	Kit	2
DMA1025	Latrine Facilities (Porta-Quick 360 commodes)	Kit	2
DMA1026	Latrine Facilities (Pq-500 privacy tents)	Kit	2
DMA1027	Lighting, Perimeter Flood	Ea	3
DMA1028	Lighting, Perimeter Flood, Halogen Bulb (spare)	Ea	3
DMA1029	Meals, Ready To Eat (MRE), Vegetarian	Case/12	4
DMA1030	Meals, Ready To Eat (MRE), Standard	Case/12	40
DMA1031	Mess Kit Pan	Ea	35
DMA1032	Mess Kit, Fork	Ea	35
DMA1033	Mess Kit, Knife	Ea	35
DMA1034	Mess Kit, Spoon	Ea	35
DMA1035	Mosquito Net (long set for over cot)	Ea	40
DMA1036	Mosquito Net, Frame Bar Set (4-piece for over cot)	Ea	40
DMA1037	Pack, sm Butt, Black (to fit GI type web belt)	Ea	35
DMA1038	Raincoat, Yellow (specify sizes)	Ea	35
DMA1039	Rain Hat, Sou'wester	Ea	35
DMA1040	Rake, Garden	Ea	2
DMA1041	Refrigerator, Field (Western Shelter (WS))	Ea	1
DMA1042	Refrigerator, Field (military)	Ea	1
DMA1043	<i>Number Not Used</i>	-	0

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>TEAM LOGISTICAL EQUIPMENT</b>			
DMA1044	Power Distribution Panel	Ea	2
DMA1045	<i>Number Not Used</i>	-	0
DMA1046	<i>Number Not Used</i>	-	0
DMA1047	<i>Number Not Used</i>	-	0
DMA1048	<i>Number Not Used</i>	-	0
DMA1049	<i>Number Not Used</i>	-	0
DMA1050	Power, Cable, Generator Drop (100' 8/4)	Ea	2
DMA1051	Power, Cord (50' 12/3 w/Quad Box)	Ea	8
DMA1052	Power, Cord (50' 12/3 w/3-Way End)	Ea	6
DMA1053	Rod, Generator Ground, Slide Hammer	Ea	2
DMA1054	Rod, Generator Ground w/Ground Cable	Ea	4
DMA1055	<i>Number Not Used</i>	-	0
DMA1056	Power, Outlet Box (Surge Type)	Ea	6
DMA1057	Power Supply, Un-Interruptable	Ea	2
DMA1058	Pump, Water Supply	Ea	1
DMA1059	Shovel (long handle, round point)	Ea	2
DMA1060	<i>Number Not Used</i>	-	0
DMA1061	Shower, DMAT System # 3, Enclosure	Ea	1
DMA1062	<i>Number Not Used</i>	-	0
DMA1063	Shower, Western Shelter (WS), Hot Water Heater (propane)	Ea	1
DMA1064	Shower, WS, w/Distribution Manifolds & Plumbing	Ea	1
DMA1065	Shower, WS, Propane Cylinder (5 gal)	Ea	2
DMA1066	Sink, Field (military-type field scrub)	Ea	2

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>TEAM LOGISTICAL EQUIPMENT</b>			
DMA1067	Sink, Field (WS-type)	Ea	2
DMA1068	Sleeping Bag (cold weather)	Ea	35
DMA1069	Sleeping Bag (warm weather)	Ea	35
DMA1070	Sleeping Pad	Case/50	1
DMA1071	<i>Number Not Used</i>	-	0
DMA1072	Tent, WS, Model Hs-1935 (basic configuration)	Ea	4
DMA1073	Tent, WS, Double Door Addition (both ends)	Ea	8
DMA1074	Tent, WS, Optional Screen Panel	Ea	8
DMA1075	Tent, WS, Integral Floor WS	Ea	4
DMA1076	Tent, WS, Eight Receptacle Wiring Harness	Ea	5
DMA1077	Tent, WS, All Weather Light Assembly	Ea	18
DMA1078	Tent, WS, Kerosene Heater (20,000 B.T.U.)	Ea	9
DMA1079	Tent, WS, Desk/Shelves Work Station	Ea	4
DMA1080	Tent, WS, Window Option w/Removable Screen	Ea	18
DMA1081	Tent, WS, Printed Roof ID (NDMS)	Ea	5
DMA1082	Tent, WS, Printed Team ID (removable)	Ea	5
DMA1083	<i>Number Not Used</i>	-	0
DMA1084	<i>Number Not Used</i>	-	0
DMA1085	Tent, WS, Model Hs-20 (basic configuration)	Ea	1
DMA1086	Tent, WS, Optional Screen Panel	Ea	1
DMA1087	Tent, WS, Integral Floor System	Ea	1
DMA1095	Uniform, Hat, Blue or Khaki (w/NDMS patch)	Ea	80
DMA1096	<i>Number Not Used</i>	-	0

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>TEAM LOGISTICAL EQUIPMENT</b>			
DMA1097	Uniform, Shirt (BDU) Blue or Khaki (specify sizes)	Ea	80
DMA1098	Uniform, Trousers (BDU) Blue or Khaki (specify sizes)	Ea	80
DMA1099	Uniform, NDMS Patch	Ea	80
DMA1100	Uniform, Belt (web type w/brass buckle) (specify sizes)	Ea	40
DMA1101	Water Purifying Unit	Ea	1
DMA1101A	Water Purifying Unit, Accessory Case	Ea	1
DMA1101B	Water Purifying Unit, Pre-Set Water Pressure Regulator	Ea	1
DMA1101C	Water Purifying Unit, Quick Connect Inlet Hose	Ea	1
DMA1101D	Water Purifying Unit, Hydrant Adapter (1-1/2" X NST 3/4" m)	Ea	1
DMA1101E	Water Purifying Unit, UV Bulb (spare)	Ea	1
DMA1101F	Water Purifying Unit, UV Bulb Sleeve	Ea	1
DMA1101G	Water Purifying Unit, Filter (1.0 micron-pleated)	Ea	2
DMA1101H	Water Purifying Unit, Filter (Kdf/Gac In-Line)	Ea	2
DMA1101J	Water Purifying Unit, Filter (0.5 micron carbon block)	Ea	2

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>TEAM MEDICAL EQUIPMENT</b>			
DMA2000	Alcohol Lamp	Ea	1
DMA2001	Analyzer, Clinical	Ea	1
DMA2002	Analyzer, Clinical, AC Adapter	Ea	1
DMA2061	Analyzer, Clinical, Electronic Stimulator	Ea	1
DMA2003	Analyzer, Clinical, Printer	Ea	1
DMA2004	Analyzer, Clinical, Printer cradle	Ea	1
DMA2005	Analyzer, Clinical, Printer Paper	Box/6	1
DMA2006	Analyzer, Clinical, Software Download Kit	Ea	1
DMA2007	Defibrillator/ Monitor, Life-Pak 10 Kit w/Pacemaker	Ea	1
DMA2008	Defibrillator/ Monitor, 12-Lead ECG Adapter	Ea	1
DMA2009	Defibrillator/ Monitor, Auxiliary Power Supply	Ea	1
DMA2010	Defibrillator/ Monitor, Battery	Ea	5
DMA2011	Defibrillator/ Monitor, Battery Support System	Ea	1
DMA2012	Defibrillator/ Monitor, Black Hard Carry Case	Ea	1
DMA2013	Defibrillator/ Monitor, Paddles, Pediatric	Pr	1
DMA2014	Flashlight, Penlite, Disposable	Ea	24
DMA2015	Intubation Pouch	Ea	1
DMA2016	Intubation Stylet, Adult	Pkg/	1
DMA2017	Intubation Stylet, Pediatric	Pkg/	1
DMA2018	Laryngoscope Handle, Disposable	Ea	4
DMA2019	Laryngoscope, Mac Blade (# 2-disposable)	Ea	20
DMA2020	Laryngoscope, Mac Blade (# 3-disposable)	Ea	20

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>TEAM MEDICAL EQUIPMENT</b>			
DMA2021	Laryngoscope, Mac Blade (# 4-disposable)	Ea	20
DMA2022	Laryngoscope, Miller Blade (# 1-disposable)	Ea	20
DMA2023	Laryngoscope, Miller Blade (# 2-disposable)	Ea	20
DMA2024	Laryngoscope, Miller Blade (# 3-disposable)	Ea	20
DMA2025	Laryngoscope, Miller Blade (# 0-disposable)	Ea	20
DMA2026	Litter (standard military-type)	Ea	40
DMA2027	Litter Stand (pr)	Ea	40
DMA2028	Litter Strap (9' Standard Aero-Medical)	Ea	80
DMA2029	Litter, Folding	Ea	20
DMA2030	Microscope, Binocular w/Light Source	Ea	1
DMA2031	Microscope, Case	Ea	1
DMA2032	Microscope, Spare Bulb	Ea	1
DMA2033	Monitor, Blood Glucose	Ea	4
DMA2034	Monitor, Portable EKG (Mac or PC w/modem)	Ea	1
DMA2035	Monitor, Portable EKG, Mac Carry Bag	Ea	1
DMA2036	Monitor, Portable EKG, Spare Battery	Ea	1
DMA2037	Otoscope / Ophthalmoscope	Ea	2
DMA2038	Oxygen, Kit Portable, w/ Alum. "D" Tank, 0-15L Flow Regulator, Case	Ea	6
DMA2039	Oxygen, "M" Cylinder	Ea	1
DMA2040	Oxygen, "M" Cylinder, Regulator	Ea	1
DMA2041	Oxygen, "M" Cylinder, Wrench	Ea	1
DMA2042	Oxygen, "M" Cylinder, Connecting Tubing (low pressure)	Ea	4
DMA2043	Oxygen, "M" Cylinder, High Pressure Hose (20')	Ea	1

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>TEAM MEDICAL EQUIPMENT</b>			
DMA2044	Oxygen, "M" Cylinder, Multi-Outlet Manifold	Ea	1
DMA2045	Pack, Thomas Transport	Ea	2
DMA2046	Pulse Monitor, Fetal Doppler Stethoscope	Ea	1
DMA2047	Pulse Oximeter w/Adult Sensor, Case	Ea	2
DMA2048	Pulse Oximeter, Pediatric Sensor	Ea	2
DMA2049	Rod, Irrigating Support (IV Pole)	Ea	20
DMA2050	Sphygmomanometer, Set w/Thigh Cuff	Ea	2
DMA2051	Sphygmomanometer, Set, Adult w/Case	Ea	12
DMA2052	Sphygmomanometer, Set, Child w/Case	Ea	2
DMA2053	Sphygmomanometer, Set, Infant w/Case	Ea	2
DMA2054	Stethoscope, Combination (bell-flat diaphragm)	Ea	12
DMA2055	Suction Unit, Portable	Ea	2
DMA2056	Suction Unit, Portable, Spare Battery	Ea	1
DMA2057	Thermometer, (battery w/probe)	Ea	2
DMA2058	Ventilator, Portable	Ea	1
DMA2059	Wheelchair, Folding (adult)	Ea	1



## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>COMMUNICATIONS CACHE</b>			
COM0087	Antenna, Adapter, N-f to UHF-f	Ea	1
COM0088	Antenna, Adapter, SMA-f to MUHF-f	Ea	5
COM0089	Antenna, Adapter, SMA-f to UHF-m	Ea	1
COM0047	Antenna, Adapter, UHF barrel	Ea	1
COM0020A	Antenna, Base Station, UHF 3 dB (5dB)	Ea	1
COM0049	Antenna, Cable, LMR-240 w/PL-259 & N-f Connectors	Ea	1
COM0050	Antenna, Cable, LMR240, 50'	Ea	2
COM0051	Antenna, Clamp Kit #130	Ea	1
COM0052	Antenna, Connector Kit	Ea	1
COM0053	Antenna, HF, NVIS	Ea	1
COM0054	Antenna, Kit, BSA	Ea	1
COM0048	Antenna, Lightning Arrestor	Ea	1
COM0024A	Antenna, Mag. Mount w/Mini UHF Installed (Inc 12' RG-8X)	Ea	1
COM0055	Antenna, Magnetic Base	Ea	5
COM0056	Antenna, Magnetic Base, Storage Plate	Ea	5
COM0021A	Antenna, Mounting Kit (SS)	Ea	1
COM0030A	Antenna, Pigtail w/ (5') RG-8X, w/N-m and mini-UHF-m	Ea	1
COM0022A	Antenna, Pigtail w/ (75') Coax, w/m and f-N Soldered	Ea	1
COM0057	Antenna, UHF, Wideband	Ea	5
COM0058	Antenna, VHF/UHF Amateur,	Ea	1
COM0023A	Antenna, Wideband 5dB (406-430 MHz)	Ea	1
COM0059	Battery, 9v	Ea	6
COM0060	Cable Ties, Grey, UV Resistant, 10"	Bag/100	1

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>COMMUNICATIONS CACHE</b>			
COM3000	Computer, Laptop w/ Modem, CD ROM, 3-1/2 Floppy, MS Office	Ea	2
COM3003	COMPUTER, LAPTOP, 12v Adapter	Ea	2
COM3002	Computer, Laptop, Battery	Ea	4
COM3001	Computer, Laptop, Carry Case	Ea	2
COM0061	Connectors, Powerpole	Bag	1
COM0062	Phone, "Y" Adapter	Ea	2
COM0063	Phone, Adapter Tool, Modem Adapter	Ea	1
COM0064	Phone, Adapter, Digital	Ea	2
COM3004	Phone, Cellular	Ea	1
COM3007	Phone, Cellular, Hard Carry Case	Ea	1
COM3006	Phone, Cellular, Lighter Adapter	Ea	1
COM3005	Phone, Cellular, NiMH Battery (1100 maH)	Ea	2
COM0065	Phone, Combo Test Kit (line test set)	Ea	1
COM0066	Phone, Craft Test Set (butt set)	Ea	1
COM3008	Phone, Satellite	Ea	1
COM3009	Phone, Satellite , Battery	Ea	2
COM3010	Phone, Satellite, Lighter Adapter	Ea	1
COM0067	Power Supply, Switching, 30 amp-12v	Ea	1
COM3011	Printer, Portable	Ea	2
COM3012	Printer, Portable, Cable	Ea	2
COM3013	Printer, Portable, Cartridge, (black/white)	Ea	2
COM3014	Printer, Portable, Cartridge, (color)	Ea	2
COM0001B	Radio, Handheld, JT1000 Antenna (403-470 MHz)	Ea	10
COM0002A	Radio, Handheld, JT1000 Battery (high capacity NiCad)	Ea	20

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>COMMUNICATIONS CACHE</b>			
COM0006A	Radio, Handheld, JT1000 Chest Pack	Ea	3
COM0018A	Radio, Handheld, JT1000 Cloning Cable	Ea	1
COM0001D	Radio, Handheld, JT1000 Ops Manual	Ea	10
COM0004A	Radio, Handheld, JT1000 Programming Key	Ea	2
COM0003A	Radio, Handheld, JT1000 Rapid Charger	Ea	10
COM0003B	Radio, Handheld, JT1000 Rapid Charger Power Supply	Ea	10
COM0008A	Radio, Handheld, JT1000 Speaker Mike	Ea	3
COM0046	Radio, Handheld, JT1000 Transport Case	Ea	2
COM0001A	Radio, Handheld, JT1000 w/Encryption (16 Ch, 403-470 MHz)	Ea	10
COM0001C	Radio, Handheld, JT1000, Belt Clip	Ea	20
COM0068	Radio, HF Base Unit	Ea	1
COM0034B	Radio, Mobile, Base Station Power Supply	Ea	1
COM0034C	Radio, Mobile, Smart Mike	Ea	1
COM0034A	Radio, Mobile, UHF, 114 CH, 10-40 Watts (403-470)	Ea	1
COM0069	Radio, Speaker, Vertex	Ea	1
COM0070	Radio, YAESU, FT-8100 w/FT-22 Installed	Ea	1
COM0071	Radio, YAESU, Packet Cable	Ea	1
COM0072	Radio, YAESU, Separation Kit	Ea	1
COM0073	Radio, YAESU, Software Kit	Ea	1
COM0074	Tape, Electrical	Ea	1
COM0075	Tape, Gaffers, Lime Green	Roll	1
COM0076	Tape, Gaffers, O.D. Green	Roll	6
COM0077	Tape, Gaffers, Pink	Roll	1
COM0078	Tape, Gaffers, Yellow	Roll	1

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>COMMUNICATIONS CACHE</b>			
COM0079	Test Set, (Wavetek), Electronic Digital Multi Meter	Ea	1
COM0080	Test Set, Current Multi Meter (amprobe)	Ea	1
COM0081	Test, Clipleads, Misc (12" assorted colors)	Bag/12	1
COM0082	Tool Bag, Satchel	Ea	1
COM0083	Tool Kit, Deluxe Electronics	Ea	1
COM0084	Tool, "T" Handle	Ea	1
COM0085	Tool, Impact	Ea	1
COM0086	Tool, Pouch, Mechanic's	Ea	1

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>PATIENT TREATMENT CACHE</b>			
DMA4000	Adhesive, Tape, Sdurg, Hypoall, Paper Back, 1"x 5.5 yds	Pkg/12	1
DMA4001	Adhesive, Tape, Surg, Hypoall, Paper Back, 3"x 5.5 yds	Pkg/4	4
DMA4002	Adhesive, Tape, Surg, Hypoall, Rayon Back, 4"x 10 yds	Pkg/4	2
DMA4003	Adhesive, Tape, Surg, Hypoall, Rayon Back, 1"x 10 yds	Pkg/12	2
DMA4004	Adhesive, Tape, Surg, Hypoall, Rayon Back, 5"x 10 yds	Pkg/24	2
DMA4005	Airway, Berman, Adult (100 mm)	Pkg/12	4
DMA4006	Airway, Berman, Child (80 mm)	Pkg/12	4
DMA4007	Airway, Berman, Infant (40 mm)	Pkg/10	4
DMA4008	Bag, Pressure Infusion, 1000ml (disposable)	Case/25	1
DMA4009	Bag, Specimen, Plastic, 9" x 8"	Pkg/500	1
DMA4010	Bag, Trash, Bio Hazard, 23 x30 10 gal	Pkg/250	1
DMA4011	Bag, Tube Feeding, Disposable, 1500cc	Pkg/50	1
DMA4012	Band, Infant Identification, Mother- Infant	Pkg/100	1
DMA4013	Band, Patient Identification, Adult	Pkg/100	3
DMA4014	Band, Patient Identification, Pediatric	Pkg/400	2
DMA4015	Bandage, Adhesive, Elastic, 1.5" x 2" (Band-Aid)	Pkg/24	6
DMA4016	Bandage, Adhesive, x-lrg	Pkg/50	6
DMA4017	Bandage, Elastic Rolled, 2"x 5 yds	Ea	80
DMA4018	Bandage, Elastic, Rolled, 4" x 4.5 yds	Ea	80
DMA4019	Bandage, Elastic, Rolled, 6" x 4.5 yds	Pkg/12	6
DMA4020	Bandage, Gauze, Elastic, Confirming, Sterile, 3" x 5 yds	Pkg/24	10
DMA4021	Bandage, Gauze, Elastic, Conforming, Sterile, 2"x 5 yds	Ea	96

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>PATIENT TREATMENT CACHE</b>			
DMA4022	Bandage, Gauze, Elastic, Conforming, Sterile, 4" x 5 yds	Pkg/24	1
DMA4023	Bandage, Gauze, Elastic, Conforming, Sterile, 6" x 5 yds	Pkg/48	1
DMA4024	Bandage, Gauze, Tubular, 1.5" x 50 yds (head, arm, leg, knee)	Ea	3
DMA4025	Bandage, Gauze, Tubular, 2" x 50 yds (head and shoulders)	Ea	3
DMA4026	Bandage, Muslin, Triangular, White, 2 Safety Pins	Ea	100
DMA4027	Basin, Ernesls, Kidney Shaped, Disposable	Pkg/250	1
DMA4028	Basin, Wash, Plastic, 4 qt	Ea	30
DMA4029	Basin, Wash, Plastic, Disposable, 6-7 qt	Ea	50
DMA4030	Battery, Alkaline, Size AA	Ea	96
DMA4031	Battery, Alkaline, Size C	Ea	72
DMA4032	Battery, Alkaline, Size D	Ea	144
DMA4033	Bedpan, Disposable, Plastic	Pkg/20	2
DMA4034	Belt, Sanitary, Elastic, Adjustable	Ea	24
DMA4035	Brush, Scrub, Nylon	Ea	24
DMA4036	Brush, Sponge, Surgical, Hexachlorophene	Pkg/30	3
DMA4037	Brush, Sponge, Surgical, Lodophor	Pkg/30	3
DMA4038	Cannula, Nasal Oxygen, Disposable, Over Ear Style	Ea	150
DMA4039	Cap, Operating, Surgical, Oval	Pkg/100	2
DMA4040	Cast/Splint, OCL 6"	Box	1
DMA4041	Cast/Splint, OCL 4"	Box	1
DMA4042	Catheter, Intravenous & Needle Unit, 14ga x 2.25"	Pkg/200	1
DMA4043	Catheter, Intravenous & Needle Unit, 16ga x 2"	Pkg/50	4
DMA4044	Catheter, Intravenous & Needle Unit, 18ga x 2"	Pkg/50	4

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>PATIENT TREATMENT CACHE</b>			
DMA4045	Catheter, Intravenous & Needle Unit, 20ga x 2"	Pkg/50	1
DMA4046	Catheter, Intravenous & Needle Unit, 22ga x 1"	Pkg/50	2
DMA4047	Catheter, Suction, Endotracheal, 6 French	Pkg/50	1
DMA4048	Catheter, Suction, Endotracheal, 8 French	Pkg/50	1
DMA4049	Catheter, Suction, Endotracheal, 10 French	Pkg/50	1
DMA4050	Catheter, Suction, Endotracheal, 18 French	Pkg/50	1
DMA4051	Catheterization Set, Urethral, Sterile, Disposable	Pkg/20	1
DMA4052	Cold Packs, Gel Pack, Reusable, for Refrigerated Shipping	Pkg/12	2
DMA4053	Cold Packs, Instant	Pkg/24	6
DMA4054	Crutch, Wood, Adult, w/o Cushion or Tip	Pr	12
DMA4055	Crutch, Wood, Adult, Cushion	Pr	12
DMA4056	Crutch, Wood, Adult, Tip	Pkg/12	1
DMA4057	Crutch, Wood, Child, Cushion	Pr	12
DMA4058	Crutch, Wood, Child, w/Tip Only	Pr	12
DMA4059	Cup, Medicine, Plastic, 30 ml	Pkg/100	10
DMA4060	Cup, Paper, Cold Drink, 150ml	Pkg/100	2
DMA4061	Cup, Specimen, Paper, 240 ml	Pkg/50	6
DMA4062	Cup, Specimen, Plastic, w/lid, 120ml, Non-sterile	Pkg/500	1
DMA4063	Depressor, Tongue, Wood, Sterile	Pkg/100	10
DMA4064	Dial-A-Flow	Ea	50
DMA4065	Diaper, Infant, lrg	Box/180	1
DMA4066	Diaper, Infant, med	Box/216	1
DMA4067	Diaper, Infant, sm	Box/240	1

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>PATIENT TREATMENT CACHE</b>			
DMA4068	Drape, Examination, Disposable, 40" x 72"	Pkg/50	4
DMA4069	Drape, Examination, Disposable, 40" x 48"	Pkg/100	2
DMA4070	Electrode, Alligator Clip Type	Box/	1
DMA4071	Electrode, Defibrillator Type	Pr/3	6
DMA4072	Electrode, Monitoring Type	Pr/3	24
DMA4073	Electrode, Pacing Type	Pr	6
DMA4074	Enema Administration Set, Bag Type, 12-150ml	Ea	1
DMA4075	Envelope, Drug Dispensing, 2.5" x 4.6"	Pkg/100	10
DMA4076	Examination Gown, Tissue- Poly-Tissue, 30" x 44"	Pkg/50	5
DMA4077	Gauze, Iodoform Packing Strip, Sterile, 1/4" x 5 yds	Ea	12
DMA4078	Gauze, Petrolatum Sterile, 3" x 18"	Pkg/12	4
DMA4079	Gauze, Petrolatum, Sterile, 3" x 38"	Pkg/3	2
DMA4080	Germfolde, Instrument, (Cldex,) Quarts	Pkg/4	2
DMA4081	Germicide, Phenollo, (Lehn & Fink), gal	Ea	2
DMA4082	Gloves, Examination, Vinyl, lrg (8-9)	Box/100	12
DMA4083	Gloves, Examination, Vinyl, sm (6-7)	Box/100	6
DMA4084	Gloves, Non-Latex (no powder) Lrg	Box/100	15
DMA4085	Gloves, Non-Latex (no powder) Med	Box/100	15
DMA4086	Gloves, Non-Latex (no powder) sm	Box/100	5
DMA4087	Gloves, Non-Latex (no powder) x-lrg	Box/100	10
DMA4088	Gloves, Plastic, Food Handling	Roll/100	5
DMA4089	Gloves, Surgeons, Sterile, Latex, Size #6.5	Pr/50	6
DMA4090	Gloves, Surgeons, Sterile, Latex, Size #7.5	Pr/50	6



## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>PATIENT TREATMENT CACHE</b>			
DMA4091	Gloves, Surgeons, Sterile, Latex, Size #8	Pr/50	6
DMA4092	Gloves, Utility, Nitrile Rubber, lrg	Pr/3	3
DMA4093	Gloves, Utility, Nitrile Rubber, sm	Pr/3	3
DMA4094	Gown, Isolation, Max Protection, Blue, Disposable	Box/100	3
DMA4095	Gram Stain Kit	Ea	1
DMA4096	Insect Repellent, (Kampers Lotion), SPF-9, 60ml, 12's	Ea	1
DMA4097	Insect Repellent, Deet 75%, 60ml (spray)	Ea	10
DMA4098	Intravenous Set, Butterfly, 12", 21ga, 3/4", 120's	Ea	1
DMA4099	Intubation Indicator Kit, CO <sub>2</sub> (disposable)	Box/36	1
DMA4100	Irrigation Kit, Type 2, w/syringe	Box	50
DMA4101	IV Administration Set, 78", w/clamp, Vented	Box/48	6
DMA4102	Lancet, Finger Bleeding, Manual Method	Box/100	4
DMA4103	Specimen Cup, Lid	Pkg/100	3
DMA4104	Lumber Puncture Tray (pediatric/infant)	Pkg/10	1
DMA4105	Lumber, Puncture Kit Sterile, Disposable, 20 ga	Ea	10
DMA4106	Mask, Ambu Bag (adult)	Ea	24
DMA4107	Mask, Ambu Bag (child)	Ea	10
DMA4108	Mask, Nebulizer	Ea	20
DMA4109	Mask, Oxygen (disposable, lrg )	Ea	6
DMA4110	Mask, Oxygen (disposable, std )	Ea	6
DMA4111	Mask, Oxygen (non-rebreather, adult )	Box/50	2
DMA4112	Mask, Oxygen (non-rebreather, pediatric )	Ea	4
DMA4113	Mask, Rescue (adult disposable)	Ea	4

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>PATIENT TREATMENT CACHE</b>			
DMA4114	Mask, Rescue (pediatric disposable)	Ea	2
DMA4115	Mask, Surgical, Cupped (disposable)	Pkg/50	4
DMA4116	Mask, Surgical, w/Eye Shield (disposable)	Pkg/200	1
DMA4117	Mask, Surgical, w/Face Shield (disposable)	Pkg/80	1
DMA4118	Microscope, Glass Slide, 25mm x 75mm	Pkg/72	1
DMA4119	Microscope, Glass Slide, Cover	Box/36	2
DMA4120	Nasopharyngeal Airways, 8.0mm id, 10.5mm od	Pkg/10	1
DMA4121	Nasopharyngeal Airways, 6.0mm id, 8.0mm od	Pkg/10	1
DMA4122	Nebulizer Pipe	Ea	50
DMA4123	Needle, Blood Collection 22Ga (thin wall) (Vac-U-Tainer)	Ea	200
DMA4124	Needle, Disposable, 18 ga x 1.5"	Pkg/100	1
DMA4125	Needle, Disposable, 22 ga x 1"	Pkg/100	1
DMA4126	Needle, Disposable, 22 ga x 1.5"	Pkg/100	2
DMA4127	Needle, Disposable, 25 ga x 5/8"	Pkg/100	1
DMA4128	Needle, Jasmishid: Bone asp. 18ga	Ea	10
DMA4129	Obstetrical Kit, Emergency	Ea	10
DMA4130	Pad, Abdominal, Sterile, 7.5" x 8"	Pkg/240	2
DMA4131	Pad, Absorbent, Nursing, Contour Shaped	Pkg/18	4
DMA4132	Pad, Bed Linen, Disposable, 18" x 24"	Pkg/300	4
DMA4133	Pad, Cotton, Eye Sterile, Individual Sealed	Pkg/50	4
DMA4134	Pad, Defibrillator	Ea	10
DMA4135	Pad, Isopropyl Alcohol, 1.5" x 2", Sterile	Pkg/100	20
DMA4136	Pad, Non Adherent, Sterile, 3" x 4"	Pkg/100	6

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>PATIENT TREATMENT CACHE</b>			
DMA4137	Pad, Non Adherent, Sterile, 3" x 8"	Pkg/50	6
DMA4138	Pad, Povidone-Iodide, Sterile 3" x 9"	Pkg/12	12
DMA4139	Pad, Quick Cambo	Box/	2
DMA4140	Pad, Sanitary, Super Size	Pkg/12	12
DMA4141	Paper, Chart Strip, for Defibrillator/Monitor	Pkg/3	1
DMA4142	Paper, Chart Strip, for Portable EKG Monitor	Ea	2
DMA4143	Paper, Exam Table Sheeting, 18" Roll	Pkg/10	1
DMA4144	Paper, Lens	Box	1
DMA4145	Peak Expiratory Flow Rate Meter (disposable)	Ea	24
DMA4146	Pipett, for Graham Stains (disposable)	Pkg/100	1
DMA4147	Plaster of Paris, Bandage Cast, 4" x 5 yds, each	Ea	48
DMA4148	Plaster of Paris, Bandage Cast, 6" x 5 yds, each	Ea	48
DMA4149	Pouch, Human Remains, 6-Handle, Center Zipper, 20ml	Ea	20
DMA4150	Razors, BIC, (disposable)	Box/100	1
DMA4151	<i>Number Not Used</i>	-	0
DMA4152	Safety Pins, lrg, 2" long	Pkg/48	6
DMA4153	Safety Pins, med, 1.5" long	Pkg/72	6
DMA4154	Sheet, Bed , White, Disposable, 60" x 96"	Pkg/25	18
DMA4155	Shield, Eye, Plastic, Flesh Color	Ea	24
DMA4156	Splint, Traction, Telescoping, Hare Type	Ea	1
DMA4157	Splint, Wood, 18" x 4"	Pkg/12	2
DMA4158	Splint, Wood, 4" x 72"	Ea	24
DMA4159	Sponge, Gauze Unsterile 2"x 2"	Bag/200	4

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>PATIENT TREATMENT CACHE</b>			
DMA4160	Sponge, Gauze Unsterile, 4" x 4"	Bag/200	4
DMA4161	Sponge, Laparotomy, Sterile	Pkg/5	40
DMA4162	Sponge, Surgical, Gauze, Sterile, IS, 2" x 2"	Pkg/100	24
DMA4163	Sponge, Surgical, Gauze, Sterile, IS, 4" x 4"	Pkg/100	24
DMA4164	Stock Cock, 3-Way	Ea	10
DMA4165	Stylete Adult/Ped for ET Tubes	Ea	12
DMA4166	Suction Set, Tracheal, 14 Fr, Sterile, Disposable	Ea	50
DMA4167	Suturing Kit	Ea	100
DMA4168	Suture, Ethilon, Black Monofilament, 1,60"	Box/12	2
DMA4169	Suture, Ethilon, Black Monofilament, 3-0, 18"	Box/36	2
DMA4170	Suture, Ethilon, Black Monofilament, 4-0, 18"	Box/36	6
DMA4171	Suture, Ethilon, Black Monofilament, 5-0, 18"	Box/36	3
DMA4172	Suture, Ethilon, Black Monofilament, 6-0, 18"	Box/36	3
DMA4173	Suture, Prolene, Black Monofilament, 0-30"	Box/36	1
DMA4174	Suture, Silk, Black Braided, 2-0, 12-18"	Box/36	1
DMA4175	Suture, Silk, Black Braided, 0, 6-30"	Box/36	1
DMA4176	Suture, Vicryl, Coated, Un-dyed Braided, 4-0, 27"	Box/36	4
DMA4177	Suture, Vieryl 5-0	Box/36	1
DMA4178	Syringe, Catheter Tip (60cc)	Box/50	1
DMA4179	Syringe, Luer-Lok, Disposable, 12 ml	Box/500	1
DMA4180	Syringe, Luer-Lok, Disposable, 35 ml	Box/100	1
DMA4181	Syringe, Luer-Lok, Disposable, 60 ml	Box/100	1
DMA4182	Syringe/Needle, Disposable, 20 ga xl.6", 5-6 ml	Box/100	2

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>PATIENT TREATMENT CACHE</b>			
DMA4183	Syringe/Needle, Disposable, 3 ml	Box/100	5
DMA4184	Syringe/Needle, Insulin, U-100, 1 ml	Box/100	5
DMA4185	Syringe/Needle, Tuberculin, 1 ml	Box/100	2
DMA4186	Thermometer, (battery type), Probe Cover (disposable)	Pkg/200	5
DMA4187	Thermometer, Clinical Hypothermia	Pkg/6	4
DMA4188	Thermometer, Clinical, Oral	Pkg/6	6
DMA4189	Thermometer, Clinical, Rectal	Pkg/6	3
DMA4190	Tourniquet, Latex Strap, 1" x 18", Disposable	Pkg/100	1
DMA4191	Towel Pack, Surgical, Sterile, Disposable, 16" x 29"	Pkg/35	5
DMA4192	Tray, Incision & Drainage	Pkg/20	1
DMA4193	Tube, Blood Collection, Dry EDTA 7ml Draw (Vac-U-Tainer)	Pkg/100	1
DMA4194	Tube, Blood Collection, Holder (Adult 13ml) (Vac-U-Tainer)	Pkg/100	1
DMA4195	Tube, Blood Collection, Red Top 7ml Draw (Vac-U-Tainer)	Pkg/100	1
DMA4196	Tube, Drainage, Surgical, Penrose, 3/8" x 18", Sterile	Ea	200
DMA4197	Tube, Drainage, Surgical, Thoracle, 28, Fr, Straight	Pkg/10	1
DMA4198	Tube, Drainage, Surgical, Thoracle, 32, Fr, Right Angle	Pkg/10	1
DMA4199	Tube, Endotracheal 2.5 w/o Cuff	Pkg/10	1
DMA4200	Tube, Endotracheal 3.5 w/o Cuff	Pkg/10	1
DMA4201	Tube, Endotracheal 4.5 w/o Cuff	Ea	6
DMA4202	Tube, Endotracheal 5.5 w/o Cuff	Ea	6
DMA4203	Tube, Feeding, Surgical, Non-Sterile, IS	Pkg/10	1
DMA4204	Tube, NGT 10 French	Ea	5
DMA4205	Tube, NGT 16 French	Ea	10

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>PATIENT TREATMENT CACHE</b>			
DMA4206	Tubing, IV Extension	Ea	24
DMA4207	Urinal, Male, Disposable	Pkg/50	1
DMA4208	Valve, Surgical Drain, (Heimlich)	Pkg/10	2
DMA4209	Wadding, Cotton Surgical, User Under Casts, 5" x 6 yds	Pkg/12	12
DMA4210	Wash Cloth, Disposable, 10.5" x 13"	Pkg/500	2
DMA4211	Water Purification Tablets, Iodine, 8 mg	Pkg/500	1

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>TEAM PHARMACEUTICAL EQUIPMENT</b>			
DMA5000	Acetaminophen Oral Liquid 160mg/5ml; 120ml	Btl	12
DMA5001	Acetaminophen Suppositories 120mg; UD	Pkg	48
DMA5002	Acetaminophen Suppositories 650mg; UD; 100s	Pkg	1
DMA5003	Acetaminophen Tablets, 325mg;UD;250s	Pkg	4
DMA5004	Acetaminophen w/Codeine Tablets 325/30mg; UD; 25s	Pkg	2
DMA5005	Acetazolamide (Diamox) Tablets 250 mg, 100's	Btl	1
DMA5006	Activated Charcoal; 50gm; 240ml	Pkg	1
DMA5007	Adenosine Injection 3mg/ml; 2ml	Vial	4
DMA5008	Albuterol Inhalation Solution (Proventil or Ventolin) 20ml	Btl	10
DMA5009	Albuterol Inhalers (Proventil or Ventolin) 17gm	Pkg	25
DMA5010	Albuterol Syrup (Proventil or Ventolin) 2mg/5ml; 480ml	Btl	3
DMA5011	Albuterol Tablets, 4 mg equiv., 100's	Btl	3
DMA5012	Alteplase (Activase) for Injection, 100 mg, 58 mill units, vial	Pkg	5
DMA5013	Amiodarone Tablets, 200 mg, 60's	Btl	5
DMA5014	Amiodarone Hydrochloride Injection, 50 mg/ml, 3 ml , 10's	Pkg	5
DMA5015	Amoxicillin 250 mg w/ Clavulanic Acid 62.5 mg equiv (Augmentin) UD	Pkg	5
DMA5016	Amoxicillin Capsules 250mg; 30s	Btl	50
DMA5017	Amoxicillin Oral Suspension 250mg/5ml; 150ml	Btl	48
DMA5018	Ampicillin Sodim, Sterile 1g vials 10's	Pkg	1
DMA5019	Antacid (eg Maalox) Liquid; 150ml; 48 bottles	Btl	3
DMA5020	Antipyrine and Benzocaine (Auralgan) Otic Solution, 10 ml	Btl	2
DMA5021	Aspirin Tablets, 325mg, 100's UD	Pkg	10
DMA5022	Aspirin Tablets, 81mg, Chewable 36's UD	Btl	12
DMA5023	Atenelol Tablets 50 mg, UD, 100's	Pkg	1
DMA5024	Atropine Injection 0.1mg/ml; 10ml; 10s	Btl	1
DMA5025	Augmentin Chewable Tablets 250mg/62.5mg; 30s	Pkg	20
DMA5026	Augmentin Oral Suspension 125mg/31.25mg/5ml; 150ml	Btl	12

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>TEAM PHARMACEUTICAL EQUIPMENT</b>			
DMA5027	Bacitracin Ointment 15gm; 12s	Pkg	8
DMA5028	Baclofen Tablets 10 mg, 100's	Btl	1
DMA5029	Beclomethasone Dipropionate (Vancrase) Inhalation Aerosol 17 g	Ea	12
DMA5030	Belladonna w/Phenobarbital (Donnatal) Elixir; 120ml	Btl	12
DMA5031	Belladonna w/Phenobarbital (Donnatal) Tablets; UD; 100s	Pkg	2
DMA5032	Benazepril Hydrochloride Tablets 5 mg, UD, 100's	Pkg	2
DMA5033	Benzoin Tincture, Topical Aerosol, 240 g	Crtn	1
DMA5034	Bottle, Plastic Lock Cap, 12 dram	Ea	5,000
DMA5035	Bottle, Plastic Lock Cap, 20 dram	Ea	2,000
DMA5036	Bottle, Plastic Lock Cap, 7 dram, 200's	Pkg	10
DMA5037	Bottle, Plastic, Amber, Liquid, 120ml	Case/100	5
DMA5038	Bottle, Plastic, Amber, Tab/Cap 12 drams	Btl/200	20
DMA5039	Bretylium Tosylate Injection 50mg/ml; 10ml; 20 amps	Pkg	1
DMA5040	Brompheniramine/Phenylpropanolamine Elixir; 120ml	Btl	100
DMA5041	Bupivacaine (Marcaine) Injection, 0.5%, 30 ml, 25's	Box	1
DMA5042	Buspirone Hydrochloride Tablets 5 mg, UD, 100's	Pkg	1
DMA5043	Butorphanol Injection 2mg/ml; 30s	Pkg	1
DMA5044	Calamine Lotion, Phenolated, 4 ozs	Btl	6
DMA5045	Calcium Chloride Injection 10% 10ml; 10s	Pkg	1
DMA5046	Carbamazepine Tablets, 200 mg, UD, 100's	Pkg	5
DMA5047	Carbamide Peroxide (Debrox) Otic Solution 6.5%, 15 ml	Btl	2
DMA5048	Cefadroxil Capsules 500mg; 50s	Btl	5
DMA5049	Cefadroxil Oral Suspension 125mg/5ml; 100ml	Btl	20
DMA5050	Cefazolin Injection , 1 Gm in D5W; 50ml; 24s	Pkg	1
DMA5051	Ceftriaxone Injection 1 Gm; 10ml; 10s	Pkg	2
DMA5052	Cephalexin Oral Suspension 250 mg/5 ml, 200 ml	Btl	5
DMA5053	Cephalexin Capsules 500 mg, UD, 100's	Pkg	5
DMA5054	Cimetidine Tablets 300 mg, UD, 100's	Pkg	2



## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>TEAM PHARMACEUTICAL EQUIPMENT</b>			
DMA5055	Ciprofloxacin Injection 200mg/20ml; 60	Pkg	1
DMA5056	Ciprofloxacin Tablets 250mg; 100s	Btl	3
DMA5057	Clinical Analyzer, Calibration Verification Set (4 Sets of 5x1.7ml)	Box	1
DMA5058	Clinical Analyzer, Cartridge	Case/25	2
DMA5059	Clinical Analyzer, Electronic Stimulator	Ea	1
DMA5060	Clinical Analyzer, Level-1 Aqueous Control (10 Amps x 1.7ml)	Box	2
DMA5061	Clinical Analyzer, Level-3 Aqueous Control (10 Amps x 1.7ml)	Box	2
DMA5062	Compazine Suppository, 25mg, for Adult		
DMA5063	Cyclobenzaprine Hydrochloride (Flexeril) Tablets 10 mg, UD, 100's	Pkg	2
DMA5064	Cyclopentolate Hydrochloride (Cyclogel) Ophtalmic Solution 1%, 15 ml	Btl	2
DMA5065	D50W (Dextrose 50%) Injection 50ml; 10s	Pkg	1
DMA5066	Desitine, Diaper Rash Cream		
DMA5067	Dexamethasone Sodium Phosphate Injection 4 mg/ml equiv., 5 ml	Vial	10
DMA5068	Dextrose 5% and Sodium Chloride 0.45% Injection 1000 ml, 12's	Box	1
DMA5069	Dextrose 5% and Sodium Chloride 0.9% Injection 1000 ml, 12's	Box	1
DMA5070	Dextrose 5%, 50 ml Single Dose, 24's	Pkg	2
DMA5071	Diazepam (Valium) Injection 5mg/ml; 2ml; 10s	Pkg	1
DMA5072	Diazepam (Valium) Tablets 5mg; UD; 100s	Pkg	1
DMA5073	Diclofenac (Voltaren) Sodium Ophthalmic Solution o.1%, 5 ml	Btl	2
DMA5074	Dicloxacillin Sodium Capsules, 250 mg equiv., 100's	Btl	2
DMA5075	Digoxin Injection 0.5 mg/ml, 2 ml, 10's	Pkg	2
DMA5076	Digoxin Tablets 0.125mg; UD; 100s	Pkg	1
DMA5077	Diltiazem Hydrochloride injection 5 mg/ml, 5 ml, 6's	Pkg	5
DMA5078	Diphenhydramine Capsules 25mg; UD; 100s	Pkg	2
DMA5079	Diphenhydramine Elixir 12.5mg/5ml; 120ml; 24s	Pkg	3
DMA5080	Diphenhydramine Injection 50mg/ml; 10s	Btl	2
DMA5081	Diphenoxylate w/Atropine (Lomotil) Tablets;UD	Btl	1
DMA5082	Divalproex Sodium Tablets 250 mg, UD, 100's	Pkg	1

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>TEAM PHARMACEUTICAL EQUIPMENT</b>			
DMA5083	Dobutamine Hydrochloride Injection 250 mg equiv, 20 ml vial	Vial	10
DMA5084	Dopamine Injection 40mg/ml; 10ml; 10s	Pkg	1
DMA5085	Doxycycline Hyclate Capsules, 100 mg equiv., UD, 100's	Pkg	3
DMA5086	Enalapril Injection 1.25mg/ml; 2ml	Vial	10
DMA5087	Enalapril Tablets 5mg; UD; 100s	Pkg	2
DMA5088	Enzyme Kit, Cardiac	Ea	1
DMA5089	Epinephrine 1:1,000 (1mg/ml); 10s	Pkg	2
DMA5090	Epinephrine 1:10,000 (0.1mg/ml); 10ml; 10s	Pkg	1
DMA5091	Epinephrine Injection (Susphrine) 5mg/ml; 5ml	Btl	5
DMA5092	Erythromycin Enteric Coated Tablets 250mg; 40s	Btl	20
DMA5093	Erythromycin Ethylsuccinate Oral Suspension 200mg/5ml; 200ml	Btl	50
DMA5094	Erythromycin Ophthalmic Ointment 5mg/g, 3.5 g Tube	Tube	3
DMA5095	Estrogen, Conjugated, Tablets 0.625 mg, UD, 100's	Pkg	1
DMA5096	Eugenol 1 oz	Btl	1
DMA5097	Fentanyl Citrate Injection, 0.02mg/ml, 5 ml amp., 10's	Pkg	2
DMA5098	Fluocinolone Acetonide Cream 0.025%, 15 g	Tube	12
DMA5099	Fluorescein Sodium Ophthalmic Strips, Sterile, 100's	Pkg	1
DMA5100	Fluoxetine hydrochloride Capsules 20 mg equiv., UD, 100's	Pkg	1
DMA5101	Fosphenytoin Sodium Injection, 100 mg/2 ml, vials	Box	10
DMA5102	Furosemide Injection 10 mg/ml 10 ml, 5's	Pkg	2
DMA5103	Furosemide Tablets 40mg; UD; 100s	Pkg	1
DMA5104	Gamma Globulin Injection; 5ml; REFRIG	Vial	10
DMA5105	Gatorade (Oral Rehydration Electrolyte solution); 32 fl oz; 3 bottles	Pkg	4
DMA5106	Gator-Ade Packets for Reconstitution	Box	
DMA5107	Gentamycin Injection , 40 mg/ml equiv., 2 ml, 25's	Pkg	1
DMA5108	Glucagon for Injection 1mg w/ 1 ml Sterile Diluent	Pkg	10
DMA5109	Glyburide Tablets 5mg; UD; 100s	Pkg	1
DMA5110	Glycerine Rectal Suppositories (Adult)	Btl/12	1

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>TEAM PHARMACEUTICAL EQUIPMENT</b>			
DMA5111	Guaifenesin / Phenylpropanolamine Syrup; 120ml	Btl	100
DMA5112	Guaifenesin Syrup; 120ml	Btl	20
DMA5113	Haloperidol Injection 5mg/ml; 10s	Pkg	1
DMA5114	Haloperidol Tablets 5mg; UD; 100s	Pkg	1
DMA5115	Heparin Lock Flush Kit, 100 units/ml, 30's	Pkg	1
DMA5116	Heparin Sodium Injection 1000 units/ml, 10 ml, 25's	Pkg	1
DMA5117	Hepatitis B Immune Globulin Injection; 5ml; REFRIG	Btl	5
DMA5118	Hetastarch in Sodium Chloride (Hespan) 6%, 500 ml, 12's	Pkg	1
DMA5119	Humulin-NPH 100U/ml; 10ml	Vial	15
DMA5120	Humulin-Regular 100U/ml; 10ml	Vial	15
DMA5121	Hydrocortison Cream 1% , 1 oz	Tube	12
DMA5122	Hydrocortisone Cream 1% 30gm; 12s	Pkg	30
DMA5123	Hydroxyzine Hydrochloride Injection, 50 mg/ml , 10 ml	Vial	3
DMA5124	Ibuprofen Oral Suspension 100mg/5ml; 120ml	Btl	40
DMA5125	Ibuprofen Tablets 400mg; UD; 100s		4
DMA5126	Ibuprofen Tablets 800 mg, 24's	Pkg	4
DMA5127	Inhalation Chamber Spacer for MDI	Ea	100
DMA5128	Insulin Human and Insulin Isophane Suspension 70/30, 10 ml	Vial	10
DMA5129	Iodine Tablets		
DMA5130	Ipecac Oral Syrup 30 ml, 12's	Pkg	1
DMA5131	Ipratropium Bromide (Atrovent) Inhalation Aerosol, 14 g	Ea	25
DMA5132	Isosorbide (Isordil) Tablets 10mg; 500s	Btl	1
DMA5133	Ketamine HCl Injection 10mg/ml; 20ml vial	Vial	10
DMA5134	Ketoralac (Toradol) Injection 30mg/ml; 2ml	Pkg	20
DMA5135	Label Dispenser	Ea	2
DMA5136	Label, Auxiliary, 1-10G Shake Well 1000	Pkg	1
DMA5137	Label, Chew before swallowing	Pkg	1
DMA5138	Label, Discoloration of Urine and Feces	Pkg	1

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>TEAM PHARMACEUTICAL EQUIPMENT</b>			
DMA5139	Label, For the ear	Pkg	1
DMA5140	Label, For the eye	Pkg	1
DMA5141	Label, For the nose	Pkg	1
DMA5142	Label, May cause drowsiness	Pkg	1
DMA5143	Label, No milk, dairy	Pkg	1
DMA5144	Label, Rectal Use	Pkg	1
DMA5145	Label, Take with food/milk	Pkg	1
DMA5146	Label, Take with water only	Pkg	1
DMA5147	Label, Vaginal Use Only	Pkg	1
DMA5148	Labels, Prescription	Roll	10
DMA5149	Labels, Prescription, Rolls	Ea	200
DMA5150	Levothyroxine Sodium (Synthroid) Tablets 0.1 mg, UD, 100's	Pkg	1
DMA5151	Levothyroxine Sodium (Synthroid) Tablets 50 mcg, UD, 100's	Pkg	1
DMA5152	Lidocaine 0.4% 500ml IV bag; 10s	Pkg	1
DMA5153	Lidocaine 1% Injection 10ml; 10s	Btl	1
DMA5154	Lidocaine 1% Injection 10ml; 10s	Btl	1
DMA5155	Lidocaine 1% Injection; 30ml; 5 syringes/pkg	Pkg	1
DMA5156	Lidocaine 1% w/Epinephrine Injection; 30ml; 5 amps	Pkg	5
DMA5157	Lidocaine 4% Viscous 50ml	Btl	20
DMA5158	Lidocaine Hydrocaine Jelly 2% , 30 ml	Pkg	1
DMA5159	Lindane Lotion 1%; 60ml	Btl	40
DMA5160	Lindane Shampoo 1%; 60ml	Btl	40
DMA5161	Lithium Carbonate tablets 300mg, UD, 100's	Pkg	1
DMA5162	Loperamide (Imodium) Solution 1mg/5ml; 60ml	Btl	10
DMA5163	Loperamide Hydrochloride Capsules, 2mg, UD, 100's	Pkg	2
DMA5164	Lorazepam Injection, 2mg/ml 1 ml tubex 10's	Pkg	2
DMA5165	Lorazepam Tablets, 2 mg, 250's, UD	Pkg	1
DMA5166	Magnesium Sulfate Injection 0.5 g.ml, 2 ml, 25's	Pkg	1

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>TEAM PHARMACEUTICAL EQUIPMENT</b>			
DMA5167	Magnesium Sulfate Injection 500 mg/ml 10 ml, 10's	Pkg	1
DMA5168	Mannitol Injection 25%, 50 ml, 25's	Pkg	1
DMA5169	Measles, Mumps, and Rubella (MMR) Vaccine; 10s	Pkg	1
DMA5170	Meclizine Hydrochloride Chewable Tablets 25 mg, 100's	Btl	2
DMA5171	Mefloquin Hydrochloride Tablets 250 mg, UD, 25's	Pkg	2
DMA5172	Meperidine Injection 50mg/ml; 2ml cartridge needle unit; UD; 10s	Pkg	2
DMA5173	Methocarbamol Tablets 500mg; UD; 100s	Pkg	2
DMA5174	Methylprednisolone Injection 125mg; 2ml	Pkg	2
DMA5175	Methylprednisolone Tablets (Medrol Dosepak) 4 mg, 21's	Pkg	10
DMA5176	Metocloperamide Hydrochloride Tablets 10mg, UD, 100's	Pkg	2
DMA5177	Metoprolol Tablets 50mg; UD; 100s	Pkg	1
DMA5178	Metronidazole Injection 500mg/vial; 10s	Pkg	1
DMA5179	Metronidazole Tablets 500mg; 100s	Btl	1
DMA5180	Miconazole Cream 2% 30gm; 24	Pkg	1
DMA5181	Miconazole Vaginal Cream (Monistat) or Clotrimazole Vaginal Cream (GyneLotrimin); 45gm	Pkg	10
DMA5182	Midazolam Injection, 5 mg/ml equiv., 2 ml syringes, 10's	Pkg	2
DMA5183	Monitor, CK-MB	Ea	1
DMA5184	Monitor, CK-MB, Cartridge	Case/25	1
DMA5185	Morphine Sulphate Injection 10mg/ml; 10s	Btl	2
DMA5186	Multivitamin for Injection Concentrate , 2 vial set, 20's	Pkg	1
DMA5187	Multivitamin Tablets, Adult, Daily, 100's	Btl	2
DMA5188	Nafcillin Sodium for Injection 500 mg , 10's	Box	1
DMA5189	Naloxone Hydrochloride Injection 1 mg/ml, 2 ml , 10's	Pkg	1
DMA5190	Nasal Spray, Afrin		
DMA5191	Neomycin/Polymyxin Otic Suspension 10ml	Pkg	30
DMA5192	Neosporin Ointment; 15gm; 10s	Tube	24
DMA5193	Nifedipine Capsules 10mg; UD; 100s	Pkg	2

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>TEAM PHARMACEUTICAL EQUIPMENT</b>			
DMA5194	Nitroglycerine Injection 5mg/ml; 10ml; 5 vials	Pkg	1
DMA5195	Nitroglycerine Ointment 2%, 60 g w/ dosage paper, tubes	Tube	3
DMA5196	Nitroglycerine Sublingual Tablets 0.4mg; 25s	Pkg	4
DMA5197	Nitroglycerine Transdermal System 0.4mg/hr, 30's	Pkg	2
DMA5198	Nortriptyline Hydrochloride Capsules 50 mg equiv., UD, 100's	Pkg	1
DMA5199	Nystatin Cream 100,000 Units/Gm; 15gm	Tube	24
DMA5200	Nystatin Oral Suspension 100,000 Units/ml; 60ml	Pkg	4
DMA5201	Ofloxacin Tablets, 300mg, UD 100's	Box	2
DMA5202	Ophthalmic Irrigating Solution 4 fl ozs	Btl	2
DMA5203	Oxycodone and Acetaminophen (Percocet) Tablets, UD, 100's	Pkg	1
DMA5204	Oxytocin (Pitocin) 10Units/ml; 20 amps	Btl	1
DMA5205	Pedialyte or Rehydralyte Solution 8 fl oz; 24s	Pkg	10
DMA5206	Pediazole Oral Suspension; 200ml	Btl	50
DMA5207	Penicillin G Sodium for Injection, 5 mill units, 10's	Pkg	1
DMA5208	Penicillin V Potassium Tablets 400,000 units equiv., UD, 100's	Pkg	3
DMA5209	Phenobarbital Injection 130mg/ml	Btl	1
DMA5210	Phenytoin Injection 50mg/ml; 5ml; 10 amps	Pkg	1
DMA5211	Phenytoin Oral Suspension, 125 mg/5 ml, 237ml, 8 fl ozs	Btl	3
DMA5212	Phenytoin Sodium Capsules, 100 mg, UD, 100's	Pkg	5
DMA5213	Plastic Bag, Amber 4"x6", 10 Box/100 Per Bag	Box	15
DMA5214	Plastic Bag, Amber 5"x8", 10 Box/100 Per Bag	Box	10
DMA5215	Potassium Chloride Injection 2mEq/ml, 10 ml, 25's	Pkg	1
DMA5216	Potassium Supplement (K-Dur) 10mEq/tab; UD; 100s	Pkg	1
DMA5217	Potassium Supplement (K-Dur) 10mEq/tablet; UD; 100s	Pkg	1
DMA5218	Prednisone Tablets 20mg, UD, 100's	Pkg	1
DMA5219	Prednisone Tablets 5mg; 100s	Btl	1
DMA5220	Pregnancy Kit	Ea	12
DMA5221	Procainamide Hydrochloride Injection 100 mg/ml, 10 ml, 25's	Pkg	1

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>TEAM PHARMACEUTICAL EQUIPMENT</b>			
DMA5222	Prochlorperazine (Compazine) Pediatric Suppository 2.5mg; 12s	Btl	1
DMA5223	Prochlorperazine (Compazine) Tablets 10mg; UD; 100s	Pkg	1
DMA5224	Promethazine Suppositories 25 mg, Adult, UD, 12's	Pkg	3
DMA5225	Propanolol Hydrochloride Injection, 1 mg/ml 10 ampuls	Box	2
DMA5226	Propanolol Hydrochloride Tablets, 20 mg, 100's	Btl	1
DMA5227	Propoxyphene 100 mg w/ Acetaminophen 650 mg, Tablets, UD, 100's	Pkg	1
DMA5228	Pseudoephedrine Tablets 30mg	Pkg/24	50
DMA5229	Rabies Immune Globulin, Human 300 IU, 2 ml	Vial	5
DMA5230	Rabies Vaccine, Human Diploid-Cell Strain, 1 dose	Pkg	10
DMA5231	Ringers Lactate, 1000ml, Plastic Bag	Pkg/12	16
DMA5232	Racinephrine Inhalation Solution 30 ml	Btl	1
DMA5233	Ranitidine (Zantac) Tablets 150mg; UD; 100s		1
DMA5234	Silver Sulfadiazine (Silvadene) Cream 1%; 85gm	Tube	4
DMA5235	SMZ/TMP DS Tablets, 800/160mg; UD; 100s	Pkg	2
DMA5236	SMZ/TMP Oral Suspension; 100ml	Btl	30
DMA5237	Sodium Bicarbonate Injection 50mEq; 50ml; 10s	Pkg	1
DMA5238	Sodium Bicarbonate Injection 50mEq; 50ml; 10s	Pkg	1
DMA5239	Sodium Chloride 0.9%, 50 ml 84's	Pkg	1
DMA5240	Sodium Chloride Inhalation Solution, 3 ml, 100's	Pkg	1
DMA5241	Sodium Nitroprusside 50 mg, 10 's	Pkg	1
DMA5242	Sodium Sulfacetamide (Sulamyd) 15% Ophth Soln; 15ml	Btl	10
DMA5243	Sterile Water for Irrigation 1000ml	Pkg	12
DMA5244	Succinylcholine Chloride Injection 20 mg/ml 10ml	Vial	5
DMA5245	Sulfamethoxazole 800 mg/Trimethoprim 160 mg Tablets, UD, 100's	Pkg	3
DMA5246	Tamazepam Capsules, 15 mg, UD, 25's	Pkg	4
DMA5247	Terbutaline Sulfate Injection 1 mg/ml, 1 ml ampule, 10's	Pkg	1
DMA5248	Terbutaline Sulfate tablets 5 mg, UD, 100's	Pkg	1

## II. DISASTER MEDICAL ASSISTANCE TEAM

### F. TEAM EQUIPMENT AND INVENTORY

CONTROL NUMBER	ITEM DESCRIPTION	UNIT SIZE	BASIC STOCK PER TEAM
<b>TEAM PHARMACEUTICAL EQUIPMENT</b>			
DMA5249	Tetanus & Diphtheria Toxoids Adsorbed (for pediatric use); cartridge needle	Btl	100
DMA5250	Tetanus Immune Globulin , 250 units/syringe; 10s	Pkg	1
DMA5251	Tetanus Toxoid (Tetanus & Diphtheria Toxoids Adsorbed, for adult use); 5ml	Btl	500
DMA5252	Tetracaine (Proparacaine) 0.5% Ophth Soln; 15ml	Btl	3
DMA5253	Theophylline Anhydrous, Sustained Release Tablets 200mg, 100's	Btl	2
DMA5254	Theophylline Elixir 80 mg/ 15 ml , 473 ml	Btl	2
DMA5255	Thiamine Hydrochloride 100 mg/ml, 1 ml, 25's	Pkg	1
DMA5256	Throat Lozengers		
DMA5257	Timolol Maleate Ophthalmic Solution 0.25%, 5 ml	Btl	3
DMA5258	Tincture of Benzoin; 473ml	Crtn	1
DMA5259	Tobramycin 3mg/ml Ophth Soln; 5ml	Btl	10
DMA5260	Tobramycin Injection 40mg/ml; 2ml	Btl	5
DMA5261	Trazadone Hydrochloride Tablets 50 mg, UD, 100's	Pkg	1
DMA5262	Triamcinolone Acetonide Cream 0.1%, 15 g	Tube	12
DMA5263	UCSD Equiv. Post Exposure Tri-Pak, (HIV dose-Pak)		
DMA5264	Urine Dipstick	Btl	2
DMA5265	Valporic Acid Capsules, 250 mg, 100's	Btl	1
DMA5266	Vancomycin Injection 1 g equiv., 10's	Pkg	1
DMA5267	Vecuronium Bromide Injection 10 mg, 10 ml vial, 10's	Pkg	1
DMA5268	Verapamil Extended-Release Tablets 240 mg, UD, 100's	Pkg	2
DMA5269	Verapamil Injection 2.5mg/ml; 4ml; 10s	Pkg	2
DMA5270	Verapamil Tablets 80mg; UD; 100s	Pkg	1
DMA5271	Visine, Eye Drop		
DMA5272	Zithromax Capsules 250 mg, 6's	Pkg	5
DMA5273	Zithromax Syrup 200 mg/ 5 ml	Btl	5